

Putnam County Public Library
Board of Trustees
Monday, June 26, 2023

President Jane McDonald called the regular meeting to order at 10:31 am in the library conference room. Those present included: Jane, Treasurer Marge Krigbaum, Parliamentarian Darl Davis, Secretary Gloria Smith, Director Christy Allen, and Interm Director Leatha Walsh.

Darl moved to accept agenda. Marge seconded. Vote 4-0-0.

Marge moved to pay bills totalling \$18,976.17. Gloria seconded. Vote 4-0-0.

Gloria moved to approve minutes of May 19, regular meeting. Marge seconded. Vote 4-0-0.

LIBRARIAN'S REPORT:

- a. Christy's name was added to Library Sites.
- b. Pro Tech was contacted for switch and access point.
- c. Christy attended American Heart Association meeting through zoom.
- d. We are working to get Microsoft Office on computers.
- e. Financial disclosures from the first of the year has been completed.
- f. Goal for Scholastic Bookfair was \$1500, was surpassed with total of \$1600 sold.
- g. Aspen Black performed June 22 to help kick off Summer Reading Program. State grant paid \$400 and the Putnam county R-1 school paid \$100.

OLD BUSINESS:

- a. We are in compliance with audit.
- b. Summer Reading Program grant has been completed. Friends of the Library donated \$300. Monica will attend Rotary and present program.
- c. AED (Automated External Defibrillator) Grant \$1500, was received. The AED cost \$2105.51 and has been received. We continue to work on county grant and will submit work competed.

NEW BUSINESS:

- a. Gloria moved to accept consent form for minors as state mandated. Darl seconded. Vote 4-0-0.
Darl moved to update policy as state mandated. Gloria seconded. Vote 4-0-0.
- b. Darl moved to close at 1 pm on Wednesday through Friday, and close on Saturday of Putnam County Fair week. Gloria seconded. Vote 4-0-0.
- c. Madison has volunteered to help with library social media.

The next regular meeting will be Tuesday, July 18, at 10:30 am in the library conference room. Gloria moved to adjourn at 11:37 am. Darl seconded. Vote 4-0-0.

Respectfully submitted,
Gloria Smith