Putnam County Public Library

Board of Trustees Regular Meeting Minutes

July 20, 2026

115 South 16th Street, Unionville, Missouri 63565

The meeting was called to order at 9:08 a.m. Present were Leatha Walsh, President; Randal Olmstead, Vice President; Tammy Whitworth, Parliamentarian; and Christy Allen, Library Director. No public comments were received.

- Tammy moved to approve the June meeting minutes as amended. Randal seconded. Motion passed unanimously. Vote: 3-0-0
- Tammy moved to approve the agenda as amended. Randal seconded. Motion passed unanimously. Vote: 3-0-0
- Randal moved to approve payment of monthly bills totaling $21,402.45. Tammy seconded. Motion passed unanimously. Vote: 3-0-0

Librarian's Report

The Board received the Librarian's Report, including an update on the Summer Reading Program. Participation is lower than the previous year, 113 children and 54 adults, at this time 19 reading logs have been submitted. Discussed ways to increase participation for next year. Circulation statistics for June: 1825 checkouts, 227 renewals, ILL 213, digital resources: Libby 308 and OCLC 35 checkouts, and ongoing library projects and maintenance were also reviewed.

Old Business

MOREnet Technical Audit: Christy reported that Jonathan will meet with her to complete the required setup for the upcoming upgrade.

Wall Heater: Installation has not yet been completed; Christy will follow up.

New Business

Excel Adult High School Program: Christy introduced information about the Excel Adult High School program as a possible future library service. The Board discussed whether the program would meet a community need beyond GED services already available through other providers. Christy will gather additional information and report back to the Board. No action was taken.

Putnam County Fair Week Hours: Randal moved to keep the library's Fair Week hours the same as the previous year. Tues regular hours, Wed – Fri, closed at 1 pm, Sat. regular hours. Tammy seconded. Motion passed unanimously.

Certificates of Deposit: The Board reviewed upcoming certificate maturities and discussed available funds. Randal moved to deposit the proceeds of the matured certificate #22018 of

$12,130.18 into the money market account for library checking purposes. Tammy seconded. Motion passed unanimously. Vote: 3-0-0

Budget Adjustments: The Board discussed current budget adjustments. No action was taken.

Accessibility Policy: The Board discussed possible policy revisions following damage to the restroom caused by use of a mobility device that exceeded the space's intended capacity. Liability considerations and responsibility for damage to library property were discussed. No action was taken.

Board members were reminded to complete updated bank signature cards.

Policy Book: Randal moved to approve the revised Patron Behavior Policy. Tammy seconded. Motion passed unanimously. Vote 3-0-0

The next regular meeting will be held Monday, August 17, 2026, at 10:00 a.m.

Randal moved to adjourn. Tammy seconded. Motion passed unanimously. The meeting adjourned at 10:30 a.m. Vote 3-0-0

Respectfully submitted,

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Tammy Whitworth