

Putnam County Public Library
November 18, 2024
Board of Trustees
Regular meeting minutes

President, Jane McDonald, called the meeting to order at 10:01 am. Others present included: Library Director, Christy Allen, Vice President, Leatha Walsh, Treasurer, Marge Krigbaum, Parliamentarian, Randal Olmstead, and Secretary, Gloria Smith.

Gloria moved to accept amended agenda adding "d. Staff Holiday Celebration" under New Business. Leatha seconded. Vote 5-0-0.

Randal moved to pay \$11,117.46 in bills. Marge seconded. Vote 5-0-0.

Leath moved to accept amended minutes correcting under LIBRARIAN'S REPORT, a. "Kenedy to Keedy," and d. "Jordan to Jordann". Gloria seconded. Vote 5-0-0.

LIBRARIAN'S REPORT:

- a. Circulation report: Total Boundless: Sep 22, Oct 21; Checkout Oct 23: 1441, Oct 24: 1336.
- b. Christy has completed Missouri Public Library Survey.
- c. STEM Kits have been delivered to Elementary school and will be rotated.
- d. Fifteen attended Book Club for Adults plus 4 more expressed interest later. They will read THE CHRISTMAS PARTY and will meet Jan 13 at 6 pm.
- e. The library participated in Fall-o-ween with coloring and will join Winterfest, Dec 7, with Story Hour and host Santa, as well as each Sat before Christmas.
- f. Friends of the Library will host Candy and Craft sale Dec 13 and 14.
- g. Summer Reading Program Grant is due Dec 1. The theme next year will be Color the World. Christy is looking into having magician and purchasing mini sewing machines / looms.
- h. Christy's proposal has passed preliminary round for book cover system from MFA Oil Grant.

OLD BUSINESS:

- a. David won't be able to replace glass block until warmer weather next spring.
- b. More bids are being requested for Staffroom Roof and Tile repair.
- c. Christy will be attending Missouri Public Library Director's Conference in Columbia Dec 5 and 6. The board will pay room \$201.90, conference cost \$70, plus mileage and meals.

NEW BUSINESS:

- a. Monica will attend Missouri Evergreen Conference in Chillicothe, November 22.
 - b. Monica will clean carpets for \$350.
 - c. Christy will hire an extra cleaning person (for approximately 20 hours) and Substitute workers as needed for current substitute pay.
 - d. Staff Holiday Celebration will be held after next meeting on Dec 16, at 10 am.
- At 10:36 am, Leatha moved to adjourn. Randal seconded. Vote: 5-0-0.

Respectfully submitted,
Gloria Smith

