

**Putnam County Library Board of Trustees Minutes
November 12, 2013**

The meeting was called to order at 4:30 p.m. by Chairman Sue Pogue.

Board members attending: Ms. Leigh Flatt, Mr. Larry Garrett, Ms. Sue Pogue, Ms. Beth Thompson

Putnam County Library staff attending: Ms. Doyleene Farley, Ms. Stacie Netherton, Mr. Brian Page, Mr. Clay Robertson, and Ms. Amanda Yother

Larry Garrett made a motion to approve the minutes of the September 10, 2013 board meeting. Beth Thompson seconded the motion, motion carried.

Treasurer's Report: Mr. Robertson presented the treasurer's report. The treasurer's report was approved with a motion by Beth Thompson, seconded by Larry Garrett, motion carried.

Old Business: The Board discussed the continuing vandalism to library facilities and recommended that the Director speak with Attorney Jeff Jones concerning legal action.

New Business: The library received bids for cleaning services. The lowest bidder was First Cleaning and they started their services in October. The bid will go out again in April 2014 for the 2014-2015 fiscal year. The Board approved the request to close early on the day of the Cookeville Christmas Parade. Mr. Robertson requested a change in the frequency of Board meetings. A motion to reduce the number of PCL Board of Trustees meetings from 12 per year to 9 per year by eliminating meetings during the months of December, February, and June was made by Beth Thompson. Seconded by Larry Garrett. Motion carried. The board discussed the term of Dr. Gerald Barker, and requested that he be contacted concerning the possibility of attending the next meeting to discuss. The Board was presented with the Internet Safety Policy. A motion was made by Larry Garrett to amend the outdated section of the policy, seconded by Leigh Flatt, motion carried.

PCLS Director's Report: Mr. Robert's presented the Director's report, which contained an overview of current library programs, the system wide staff training held November 11, and the ordering and processing being done through the FWRRL.

Review of Branch Reports: The Putnam County Library Board of Trustees reviewed the Algood, Baxter, and Monterey branch reports. Ms. Doyleene Farley of the Monterey Branch Library reported on the recent success of the Hooked on Science program which was done in collaboration with Burks Middle School.

Regional Library Report: N/A

PCLF Report: The Friends will hold their annual meeting on November 23. A new slate of officers will be presented.