

Pulaski County Library System  
Board of Trustees Meeting  
June 28, 2016

Charles and Ona B. Free Memorial Library

Trustees Present: Laura Walters, chair; Megan Pratt; Parks Lanier; Margaret Spradlin; Nancy Hudson

Trustees Absent: Rachael DeHaven; Robert Bopp; Penny Golden; Thomas Brewster

Staff Present: Carol Smith; Sally Warburton

- I. Call to Order and Welcome: Laura Walters called the meeting to order on Tuesday June 28, 2016 at 4:35 pm at the Charles and Ona B. Free Memorial Library.
- II. Approval of Minutes: After reviewing the minutes of May 31, 2016, Margaret made a motion to approve the minutes as written. Megan seconded the motion and the minutes were approved.
- III. Library Reports: The following reports were reviewed by the Trustees and a copy of each is filed with the record of this meeting.
  - A. Expenditures: Sally pointed out that the State and Local funds have been spent out except for salaries. Margaret questioned the negative balances in some line items. The "Fund Total" was pointed out to board members on both the State Aid and Local Budget.
  - B. Statistics: Trustees stated their approval of the new format for the reporting form.
  - C. Director
  - D. Dublin Branch
  - E. Public Services
  - F. Youth services
  - G. Technology: Carol added to her report that the library has purchased a portable microphone for use by staff in programs or those using the meeting room.
- IV. Follow-up from Previous Meetings and Other Reports:
  - A. Budget: Sally presented that the library will be receiving \$7925 additional funds in State Aid in 2017. The planned use for this money is to purchase a computer for the Outreach position and two additional children's touch screen computers for use in the Children's Room at Pulaski Library.
  - B. OverDrive: Since Robert brought up the question of OverDrive funding at the last meeting, Sally brought the end-of-year report for the OverDrive Consortium

to demonstrate to Trustees the membership and purchasing power of the consortium for our library patrons.

V. New Business:

- A. Outreach/Youth services Assistant and Job Description: this position has been awarded an additional 10 hours. The job description has been updated to reflect the extra hours and duties. Parks made a motion to approve the amendments to the job description and Nancy seconded the motion which carried.
- B. Pulaski Fire Department Responds to Event at the Library: On June 1 the Pulaski Library had to be evacuated and the fire department called to investigate smoke in the Children's Room. After approximately 2 hours of testing the books for a heat source, looking at the HVAC unit, cupboards, ceiling, etc. a small smoke bomb was discovered on a lower shelf. The security tapes were reviewed and 3 young men were discovered with a lighter in hand. Todd Garwood, Fire Marshal, followed up and soon 2 juveniles and 1 adult were apprehended. A charge of setting off an incendiary device in a public building plus 2 counts of contributing to the delinquency of a minor were brought against Russell Mark Zoch, Jr. and the 2 juveniles were turned over to the Juvenile Justice System. One of the juveniles was a library patron and was sent a letter banning him from the libraries .

- VI. Adjournment: Before adjourning, Nancy asked if Youth Services had received the funds for Summer Reading Program from the Friends of the Library Endowment. Sally will follow up on this. Nancy also congratulated Parks on becoming a recent grandfather! Those present were reminded that there would not be a meeting in July so the next meeting would be August 30, 2016 at the Pulaski Library. There being no further business Margaret moved to adjourn, seconded by Megan, and passed at 5:15 pm.

Respectfully submitted,  
Laura Walters, Chair  
Sally Warburton, Recorder

Approved: August 30, 2016