

**Buchanan District Library**  
**Regular Board Meeting**  
**August 19, 2021**

**Call to Order:** President Molly Thornton called the meeting to order at 6:35 PM. Board members present were Molly Thornton, Janet Kuhn, Karen McGuirt, Jeanne Arbanas, Deb Miner, and Karen Quasny. Nathanael Lyon was absent. Director Meg Paulette represented the Library Staff.

**Adoption of Agenda:** Motion made by Karen McGuirt to accept agenda. Seconded by Deb Miner. Motion carried.

**Recognition of Visitors:** Dennis Iler was present to discuss the issue with the air condition unit on the roof of the library.

**Community Concerns:** None

**Routine Business:**

**Correspondence:** None

**Minutes and Calendar:** Motion made by Jeanne Arbanas to accept the July minutes after correction to spelling of her name. Seconded by Karen Quasny. Motion carried.

**Financial Reports and Approval of Expenditures:** Motion made by Jeanne Arbanas to accept the report and approve the expenditures. Seconded by Karen McGuirt. Motion carried.

**Committee Reports:**

**Public Relations & Fundraising:**

Upcoming fundraisers: BBQ Fundraiser August 20, Calendar Fundraiser. Ticket sales for BBQ have been a little light, but the remaining tickets will probably sell the day of the BBQ. Meg said she has 7 of the 12 sponsors needed to print our fundraiser calendars.

**Library Policy:**

Board will review current emergency plan and make any recommendations for changes at the September Board Meeting.  
It was decided to discuss this next month.

**Personnel:** Nothing new

**Building:** LED lighting project scheduled to be completed by end of October.

**Budget & Finance:**

The Board of Trustees requests that former library employee, Debbie VerValin, be removed as an authorized signer on the United Federal Credit Union and Country Heritage Accounts. Janet Kuhn made a motion to remove Debbie VerValin as an

authorized signer from the UFCU and Country Heritage accounts. Seconded by Karen McGuirt. Motion carried.

**Technology:** Meeting scheduled for September 7<sup>th</sup> at 5:30 PM  
Patron computer monitors have all been replaced. A total of 13 monitors.  
3D printing services are now available

**Director's Report:** See report

**Unfinished Business:**

Strategic planning

Schedule another meeting with the Board to continue work on the Strategic Plan.  
Goal of finishing new strategic plan by March 2022. Meg will try to get a meeting scheduled for October.

**New Business:** None

**Questions and Comments from Board Members:** Dennis Iler will insulate air conditioning pipes on the roof.

**Adjournment:** Meeting adjourned at 7:22 PM

**Next meeting:** September 16, 2021 at 6:30 pm