

**Buchanan District Library**  
**Regular Board Meeting**  
**Buchanan District Library Community Room**  
**August 15, 2024**

**Call to Order:** President Molly Thornton called the meeting to order at 6:31 PM. Board members present were Molly Thornton, Janet Kuhn, Karen McGuirt, Karen Quasny, Nathanael Lyon and Trinity Young. Deb Miner and student representative Grant Waggoner were absent. Director Meg Paulette-Perez represented the Library Staff.

**Approval of Agenda:** Motion made by Karen Quasny to accept agenda. Seconded by Karen McGuirt. Motion carried.

**Public Comment:** None

**Routine Business:**

**Correspondence and Calendar:**

- Technology Plan reviewed last month, any changes from Board members will be considered during committee reports.
- Strategic Plan Committee meeting is set for August 29 at 3:30pm
- L4029 Forms have been sent to participating municipalities
- SMLC Grants will be turned in next week.

**Approval of previous meeting's minutes:** Motion made by Janet Kuhn to approve July minutes as written. Seconded by Nathanael Lyon. Motion carried.

**Financial Reports and Approval of Expenditures:** Motion made by Karen Quasny to approve reports. Seconded by Karen McGuirt. Motion carried.

**Committee Reports:**

**Public Relations & Fundraising:** Wendy Chapman attended the meeting to discuss where she is with donations. She also discussed what donations were the most popular at last year's event and what she would like to see for this year's event. Meg gave the Board the first draft of our appeal letter. She said she would like to get the letter out earlier than November this year.

**Library Policy:**

- 2024-2025 policy goal: update policy to include all required financial policies. Erin Ross submitted policies for the Board to review. The policies may be purchased from Foster Swift.

**Personnel:** Nothing new to report

**Building:**

- Plumbing Fixtures proposal from Pearson: Board needs to review
- Full Building Committee meeting needs to be scheduled—Pearson would like Committee's availability the week of August 26. Set for August 30<sup>th</sup> at 4pm.

**Budget and Finance:** No meeting

**Technology:** Nothing new

**Strategic Plan:** Meeting set for August 29<sup>th</sup> at 3:30

**Director's Report:** See report

**Unfinished Business**

Offer to acquire Little Bucks Bookmobile

- No major updates at this time, still in progress.

**New Business:**

- Work on Board Matrix: Karen Quasny explained the Board Matrix and passed out sheets with examples of categories to consider. Board members will give their ideas to the Strategic Plan Committee.

**Questions and Comments from Board Members**

**Adjournment:** Meeting adjourned at 7:55 PM

**Next Meeting:** Thursday, September 26<sup>th</sup> at 6:30pm