

Buchanan District Library

Regular Board Meeting

September 23, 2015

Community Room

6:30 pm

Call to Order: Vice President Dare Soley called the meeting to order at 6:35 pm. Also present were Janet Kuhn, Molly Thornton, Debi Brooks, Dave Perez and Barbara Wallace.

No Visitors to recognize.

Adoption of Agenda: Molly made a motion to adopt the agenda as presented; Janet seconded all present voted yes.

Community Concerns: Barbara informed the board of a recent patron complaint from patron Kathy Hall. Hall was perturbed by noisy teenagers near her at the computers and complained that staff person Su did not resolve the situation correctly. Barbara spoke to Hall over the phone and followed up with Su. The patron has since returned to the library and has not mentioned the incident further.

Routine Business:

No Correspondence.

Minutes: Dave made a motion to accept the minutes from the August 2015 meeting, Dare seconded, all present voted yes.

Financial Reports and Approval of Expenditures: Molly made a motion to approve the financial reports from August 2015, Debi seconded, all present voted yes. Dave made a motion to approve the financial reports from September 2015, Dave seconded, all voted yes.

Old Business:

Review Calendar: The calendar was reviewed; Janet recalled that city officials had once shown interest in declaring the library an emergency shelter for citizens, no follow up has occurred. Barbara found the director's workshop to be very informative and would like to incorporate prevention methods for 'bed bugs' in to the calendar and policies.

New Business:

Proposal of amendments to Personnel Policy regarding United States General Services Administration Per Diem Rates: Staff and Director will be reimbursed meals, travel and lodging determined by receipts, not exceeding the per diem rates, also not exceeding amount spent.

Proposal of division to 731 budget line: Barbara proposed to sparse out the media budget line into four lines: Children & Teen, Adult, Digital, Nonfiction & Reference.

Finalize plans for Trustee Training workshop at Comstock Township Library on October 24th, 9:00-12:00pm: Barbara will register in advance. Molly, Dare, Dave, Debi, and Janet plan on attending.

Committee Reports:

Public Relations: no report. Dare will look for more special auction items for the cocktail party and fundraiser in November.

Library Policy: no report.

Personnel: no report.

Building: The board will reach out to Sculptureworks and work on getting sculpture art inside the library. The Make-a-Difference volunteer day is coming up in October, the building committee will prepare the guardrail outside in the parking lot for the volunteers to paint.

Budget and Finance: no report.

Technology: Dave reviewed the technology committee meeting.

Fundraising: The cocktail party invitations are being printed in Elkhart and should be ready for mailing the beginning of October.

Directors Report: See Report.

Questions and Comments from Board Members: The General Electric transformer box is still in question, it was suggested we get a professional opinion before proceeding with removal.

Adjournment: Dare adjourned the meeting at 7:55 pm.

Next Meeting: October 15, 2015.