

**Buchanan District Library
Regular Board Meeting
December 29, 2016**

Call to Order: President David Perez called the meeting to order at 6:36 pm. Board members present were David Perez, Janet Kuhn, Molly Thornton, Dennis Iler, Mary Lysy and Debbie Brooks. Dare Soley was absent. Director Barbara Wallace represented the Library Staff.

Adoption of Agenda: Motion made by Janet Kuhn to accept agenda, seconded by Debbie Brooks. Motion carried.

Recognition of Visitors: None present

Community Concerns: Distribution of income from the millage was discussed, specifically regarding residents in Bertrand Township who are residents of the former Galien School district. It was decided that more information needs to be gathered to fully understand if these residents should be levied the library's millages.

Routine Business:

Correspondence: Christmas cards from vendors and patrons were received and are on display in the workroom.

Minutes and Calendar: Barbara will have the 2017 calendar for board members at the January meeting. Motion made by Molly Thornton to accept the November minutes as written. Seconded by Mary Lysy. Motion carried.

Financial Report: See Director's report for details. Motion made by Molly Thornton to accept report. Seconded by Dennis Iler. Motion carried.

Committee Reports:

Public Relations/Fundraising: Barbara reported that the cocktail party was a success and that we will do it again in 2017. Other fundraising ideas were discussed. Committee will meet to discuss and decide what fundraisers to pursue.

Library Policy: No report.

Personnel: No meeting. Janet Kuhn mentioned that Barbara's evaluation is coming up in January.

Building: No report.

Budget & Finance: Will meet in January. No date set at this time.

Technology: No meeting. Barbara has checked on pricing to purchase tablets for the Children's Area. Barbara will use some of the designated grant funds from MGCF to purchase.

Director's Report: See report.

Unfinished Business: None

New Business:

Credit card payment policy: Draft of proposed policy was presented. Policy will be presented again at the January meeting for approval.

Health Insurance: Barbara wants to upgrade the library's current plan. The new policy will save employees money by lowering the total out-of-pocket maximum from \$5,000 to \$2,300. Barbara explained the costs to the library and what was covered. Dennis Iler made a motion to accept the new health plan as presented. Molly Thornton seconded. Motion carried.

Questions and comments from Board Members: Janet Kuhn feels we need to better understand the millage disbursements and what we can collect. Barbara will attend another meeting of the City Commissioners to present the Story Walk Project for final approval. Board members will attend if possible to support the project more publically.

Adjournment: Meeting adjourned at 7:30 pm.

Next meeting: January 19th, 2017 at 6:30