

**Buchanan District Library**  
**February 18, 2016**  
**Regular Board Meeting**  
**Minutes**  
**Community Room, 6:30 pm**

**Call to Order:** President Mary Lysy called the meeting to order at 6:33 pm. Molly Thornton, Janet Kuhn, Dave Perez, Debi Brooks and Barbara Wallace were also present.

**Adoption of Agenda:** Janet made a motion to adopt the agenda as presented, Dave seconded.

**Recognition of Visitors:** none

**Community Concerns:** The Buchanan Masons presented the library with a donation, Janet and other board members suggested posting the photo on social media.

**Routine Business:**

**Correspondence:** none

**Minutes:** Janet made a motion to approve the January minutes, Mary seconded.

**Financial Reports and Approval of Expenditures:** Mary made a motion to approve the financial reports and expenditures as presented, Dave seconded, all trustees present voted yes.

**Committee Reports:**

**Public Relations:** none

**Library Policy:** Dave made a motion to adopt the new volunteer policy as presented, Debi seconded, all trustees present voted yes.

**Personnel:** The Director evaluation results have been compiled and will be discussed with Barbara between regular board meetings.

**Building:** Barbara has recommended the addition of a closed-stack storage on the second floor and a doorway placed to allow for more efficient access from the LHR.

**Budget and Finance:** none

**Technology:** none

**Fundraising:** Ideas for fundraising events were discussed including a mini golf party inside the library and additional silent auction events.

**Directors Report:** see report

**Unfinished Business:**

**Review Calendar:** The calendar was reviewed.

**Small and Rural Libraries Conference:** All trustees present voted to send 4 staff members to the upcoming conference.

**Volunteer Policy:** A volunteer policy was presented, voted on and approved (see policy committee report).

**New Business:**

**Bed Bugs:** Policy and contract for inspection – Molly made a motion to not pursue the contract presented by Rose Pest Solutions, Dave seconded, all trustees present voted yes.

**Questions and Comments from Board Members:** board members made positive remarks about the layout and order of the agenda.

**Adjournment:** Mary Lysy adjourned the meeting at 7:41 pm.

Next Meeting: March 17<sup>th</sup>, 2016.