

**Buchanan District Library
Regular Board Meeting
May 24th, 2018**

Call to Order: President David Perez called the meeting to order at 6:29pm. Board members present were David Perez, Mary Lysy, Dennis Iler, Debbie Brooks, Janet Kuhn and Molly Thornton. Dare Soley was absent. Director Barbara Gordon represented the Library Staff.

Adoption of Agenda: Motion made by Molly Thornton to accept agenda. Seconded by Janet Kuhn. Motion carried.

Recognition of Visitors: Rev. Edwin Brinklow attended the Board meeting to get an idea of what is involved if he chooses to become a Trustee.

Community Concerns: None

Routine Business:

Correspondence: Thank you note from Sandy Wenchel for Senior Day. Pat Hickey sent an email thanking the library staff for their help with absentee voting. Letter from IRS in response to an inquiry about 501C3 and our nonprofit status.

Minutes and Calendar: Motion made by Molly Thornton to accept the April minutes as written. Seconded by Debbie Brooks. Motion carried.

Financial Reports and Approval of Expenditures: Motion made by Janet Kuhn to accept report. Seconded by Mary Lysy. Motion carried.

Committee Reports:

Public Relations & Fundraising Pledge Letter: Not completed.

Library Policy: Nothing new.

Personnel: Debbie Brooks passed out copies of 2017-2018 summary of Director's annual performance evaluation.

Building: None

Budget & Finance: Meet to prepare draft budget amendments for the current fiscal year and draft budget for next fiscal year.

Technology: No meeting.

Director's Report: See report.

Unfinished Business:

Approval of 2018-2019 Director's Contract. Molly Thornton made a motion to approve the contract. Seconded by Janet Kuhn. Motion carried.

New Business:

Set Board meeting schedule: Board members all agreed to continue with the 3rd Thursday meeting schedule for the remaining calendar year.

Draft budget amendments for FY 2017-2018. Will vote on amendments at the June meeting.

Draft budget for FY 2018-2019: Will vote on budget at the June meeting.

Hungerford Nichols audit contract: Molly Thornton made a motion to accept the new audit contract. Seconded by Mary Lysy. Motion carried.

Questions and Comments from Board Members: Janet Kuhn remarked that community awareness of the new renovation plans may still be lacking for some groups.

Adjournment: Meeting adjourned at 7:24pm

Next meeting: June 21st at 6:30pm