

**Buchanan District Library
Regular Board Meeting
November 16th, 2017**

Call to Order: President David Perez called the meeting to order at 6:29 PM.

Board members present were David Perez, Janet Kuhn, Mary Lysy, Dare Soley, Debbie Brooks, Molly Thornton and Dennis Iler. Director Barbara Wallace represented the Library Staff.

Adoption of Agenda: Motion made by Mary Lysy to accept agenda. Seconded by Janet Kuhn. Motion carried.

Recognition of Visitors: None

Community Concerns: None

Routine Business:

Correspondence: Hand written thank you card from Su Phegley. She expressed her gratitude for the leaf purchased by the Board of Trustees with her name inscribed on it to be placed on the Gift of Knowledge Tree. Special thanks was also given to Barbara.

Minutes and Calendar: Motion made by Janet Kuhn to accept the October minutes as written. Seconded by Dare Soley. Motion carried.

Financial Reports and Approval of Expenditures: Motion made by Dennis Iler to accept report. Seconded by Debbie Brooks. Motion carried.

Committee Reports:

Public Relations & Fundraising: Discuss December party. Molly Thornton presented her menu options and prices to the Board for the Soiree on December 9th.

Library Policy: None

Personnel: None

Building: None

Budget & Finance: Meeting held 11/13: See director's report

Technology: None

Director's Report: See report.

Unfinished Business: None

New Business:

Set holiday schedule for 2018: Library will close Christmas Eve and New Year's Eve. Motion made by Molly Thornton to accept schedule. Seconded by Janet Kuhn. Motion carried.

Staff Christmas appreciation, December 20th, library hours 11am-8pm. Staff party to be 9-11am. Motion made by Molly Thornton to approve hours. Seconded by Janet Kuhn. Motion carried.

Questions and Comments from Board Members: None

Adjournment: Meeting adjourned at 7:25 PM

Next meeting: December 21st, 2017 at 6:30 PM