

**Buchanan District Library  
Regular Board Meeting  
October 26th, 2017**

**Call to Order:** President David Perez called the meeting to order at 6:31 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 Janet Kuhn to accept agenda. Seconded by Dare Soley. Motion carried.

**Recognition of Visitors:**

Alan Robandt, head of the Buchanan Preservation Society and a property owner in downtown Buchanan was present. He presented the board with information about the Medical Marijuana Dispensary.

**Community Concerns:**

**Library as a drug free zone:** Barbara mentioned that two business owners asked the Library to post drug free zone signs on our building. It was decided to consult the library attorney on this issue.

**The Paper-donation jar:** The Paper, Buchanan's new newspaper, asked to put free copies in the Library with a donation jar. The Paper is welcome to leave copies, however, the Library doesn't want the responsibility of a donation jar.

**Routine Business:**

**Correspondence:** Letter from the Michigan Library Association regarding health care plans.

**Minutes and Calendar:** Motion made by Molly Thornton to accept the September 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 Janet Kuhn. Motion carried.

**Committee Reports:**

**Public Relations & Fundraising: Silent Auction Baskets:** Barbara would like to see silent auction baskets with a good mix of price points. Baskets should be ready by November 25<sup>th</sup> for the White Saturday Event.

**Library Policy:** Nothing new.

**Personnel: new employees:** Barbara reported hiring two new circulation assistants for the front desk. Elisabeth Scott and Grace Maraya will start October 28<sup>th</sup> with training.

**Building: Forum updates:** Changes from original elevator plans were presented. Plan must now include a separate elevator mechanical room.

**Budget & Finance:** No meeting

**Technology:** No meeting.

**Director's Report:** See report.

**Unfinished Business:** None

**New Business:**

**RFPs for masonry work:** Bids were received from C & S Masonry Restoration, LLC and Ziolkowski Construction, Inc. to clean and repair library exterior. Janet Kuhn made a motion to accept the C & S Masonry proposal with the inclusion of the alternate Weather Seal Water Repellant bid. Barbara will attempt to negotiate the price of the Weather seal. Seconded by Dare Soley. Motion carried.

**Completion of "Certified Resolution of the Membership or Board of Directors Authorizing the application for Special License"** Motion made by Dennis Iler to complete the application for a Special License. Seconded by Debbie Brooks. Motion carried.

**Extended hours on White Saturday, November 25<sup>th</sup>.** Janet Kuhn made a motion to extend the library hours to 9-5. Seconded by Debbie Brooks. Motion carried.

**Consideration of legal review of patron and personnel policies.** Decided to postpone legal review of patron and personnel policies.

**Questions and Comments from Board Members:** None

**Adjournment:** Meeting adjourned at 8:00 PM

**Next meeting:** November 16th, 2017 at 6:30 PM