

**Buchanan District Library
Regular Board Meeting
September 21st, 2017**

Call to Order: President David Perez called the meeting to order at 6:30 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 Dare Soley to accept agenda. Seconded by Dennis Iler. Motion carried.

Recognition of Visitors:

Gerbel & Co: Audit presentation: Brian Wisneski presented the Fiscal Year 2016 - 2017 audit which shows the Library to be in an excellent financial position.

Forum Architects: Presentation of Front Street entrance, elevator, and community room plans: Architect William Hentschel and Project Manager Andy Grontkowski presented three different sets of plans for the Library renovations. William Hentschel told the Board the heating & cooling system is adequate to handle the second floor. He also said the building structure is capable of handling the weight of the renovation.

Community Concerns: None

Routine Business:

Correspondence: Correspondence received from Bill Cameron submitting his resignation from the building committee. The Michigan Gateway Community Foundation sent a packet containing new laws for the formation of endowed funds from gifts.

Minutes and Calendar: Motion made by Janet Kuhn to accept the August minutes as written. Seconded by David Perez. Motion carried.

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

Committee Reports:

Public Relations & Fundraising: Meeting to be announced.

Library Policy: Nothing new.

Personnel: Barbara reported applications are being accepted until October 13th to hire a front desk circulation assistant. New person will work 30 – 35 hours a week to fill hours now worked by Su Phegley and Amber Breden.

Building: Meeting to be scheduled to discuss plans presented by Forum Architects for Library renovations.

Budget & Finance: No meeting.

Technology: No meeting.

Director's Report: See report.

Unfinished Business: None

New Business: None

Questions and Comments from Board Members: Meeting for October may need to be rescheduled.

Adjournment: Meeting adjourned at 8:08 PM

Next meeting: October 19th, 2017 at 6:30 PM