

**Buchanan District Library
Regular Board Meeting
December 19, 2018**

Call to Order: President Dave Perez called the meeting to order at 6:28 PM.

Board members present were Dave Perez, Janet Kuhn, Molly Thornton, Dennis Iler, Deb Miner, and Jeanne Arbanas. Karen McGuirt was absent. Director Meg Paulette represented the Library Staff.

Adoption of Agenda: Motion made by Dennis Iler to accept agenda, seconded by Janet Kuhn. Motion carried.

Recognition of Visitors:

- **Brian Wisneski of Hungerford Nichols.** Brian went over the results of the 2018/2019 audit. The library was found to be in good financial shape.

Community Concerns: None.

Routine Business:

- **Correspondence:** Meg received a letter from Lou & Kathy Desenburg letting her know they had not received acknowledgement for a 2018 donation through the Michigan Gateway Community Foundation. They were understandably upset. Meg contacted Rob Habicht of the MGCF and discovered that a thank you letter written by Pamela had not been forwarded to the Desenburgs. Rob wrote an apology email to them and copied Meg.
- **Minutes and Calendar:** Motion made by Molly Thornton to accept the November minutes as written. Seconded by Jeanne Arbanas. Motion carried.
- **Financial Report and Approval of Expenditures:** Motion made by Jeanne Arbanas to accept report as written and approve expenditures. Seconded by Deb Miner. Motion carried.

Committee Reports:

- **Public Relations/Fundraising:**
 - Final report from Not-So-Silent Night: The fundraising goal was met and feedback from the event was positive.
 - Schedule a meeting of the PR & Fundraising committee: Meeting yet to be scheduled.
- **Library policy:** None
- **Personnel:**
 - Schedule a meeting of the Personnel committee: A combined meeting of the Personnel committee and the Budget & Finance committee was scheduled for January 4 at 2:00PM.
- **Building:** No meeting.
- **Budget & Finance:** See Personnel.
- **Technology:** No meeting.

Director's Report: See report.

Unfinished Business:

- Strategic Planning: On hold for now.
- 2020 Millage planning: Meg will contact Mary Lysy to follow up on her interest to be the treasurer of the Yes Committee.

New Business: None

Questions and comments from Board Members: None

Adjournment: Meeting adjourned at 7:25 PM

Next meeting: January 16, 2020 at 6:30 PM