

Buchanan District Library
Regular Board Meeting
Held online due to COVID-19 related restrictions
December 17, 2020

Call to Order: President Dave Perez called the meeting to order at 6:35 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 Molly Thornton to accept agenda, seconded by Dennis Iler. Motion carried.

Recognition of Visitors: None

Community Concerns: None.

Routine Business:

- **Correspondence:** None
- **Minutes and Calendar:** Motion made by Janet Kuhn to accept the November minutes as written. Seconded by Molly Thornton. Motion carried.
- **Financial Report and Approval of Expenditures:** Motion made by Jeanne Arbanas to accept report as written and approve expenditures. Seconded by Dennis Iler. Motion carried.

Committee Reports:

- **Public Relations & Fundraising:**
 - **Report from NSSN fundraiser, update on Annual Appeal and Calendar sales.** Total for Annual Appeal after printing and mailing costs is \$3,117.25. Calendar sales after printing and shipping is \$4,116.27. NSSN Totaled \$4,601.50 after the website subscription of \$160. **Total fundraising: \$11,835.02**
- **Library policy:** Nothing new
- **Personnel:**
 - **Schedule Personnel Committee meeting:** Meeting to be scheduled after the holidays.
- **Building:**
 - **Update on ramp repairs:** Someone will be coming on December 30th and 31st to replace the current pump with a larger one and replace the incorrect installation of $\frac{3}{4}$ in. tubing with 1in. There will not be a cost to the library for this part of the work.
- **Budget & Finance:** Nothing new to report
- **Technology:**

- **Update on new copier:** The installation of the new coin-op/credit card system is not yet complete.

Director's Report: See report.

Unfinished Business:

- **Strategic Planning in 2021:**
 - **Schedule Steering Committee meeting in January.** Board wants to go forward with sending out the survey to get the input of patrons. Meg suggested maybe putting it on our website and offer a prize as an incentive for filling out the survey. A suggestion was made to check with the chamber to see if they have a list we could send surveys to for additional input.

New Business: None

Questions and comments from Board Members: None

Adjournment: Meeting adjourned at 7:17 PM

Next meeting: January 21, 2021 at 6:30 PM