

Buchanan District Library
Regular Board Meeting
Held online due to COVID-19 related restrictions
February 18, 2021

Call to Order: President David Perez called the meeting to order at 6:34 PM. Board members present were David Perez, Janet Kuhn, Debi Brooks, Dennis Iler, Jeanne Arbanas, and Karen McGuirt. Molly Thornton was absent. Director Meg Paulette represented the Library Staff.

Adoption of Agenda: Motion made by Dennis Iler to accept agenda. Seconded by Deb Miner. Motion carried.

Recognition of Visitors: None

Community Concerns: None

Routine Business:

Correspondence: None

Minutes and Calendar: After discussing the need to set up an Image Audit and Meg's evaluation a motion was made by Janet Kuhn to accept the January minutes as written. Seconded by Dennis Iler. Motion carried.

Financial Reports and Approval of Expenditures: Meg mentioned that there is still \$50,000 to be deposited into tax revenue since February 1 that is not reflected in the January financial reports. Motion made by Jeanne Arbanas to accept the report. Seconded by Dennis Iler. Motion carried.

Committee Reports:

Public Relations & Fundraising: No meeting

Library Policy:

Personnel Policy Updates: Board members need to review & discuss at March meeting.

Consider ending materials quarantine: After discussion it was decided that the library will continue with our present policy and will revisit this issue at a later date.

Personnel:

Staff work day/Strategic Planning meeting tentatively scheduled for 3/17/21: Library will close for the day. Board gave their approval.

Building :

New snow ramp is now working. Everyone agreed this is good news!

Budget and Finance:

Budget amendments from 2/25/21 meeting. Jeanne Arbanas made a motion to accept amendments. Karen McGuirt seconded. Motion carried.

Technology: Laura is still learning but is doing a good job keeping technology in good working order at the library.

Director's Report: See report.

Unfinished Business:

Strategic Planning 2021

Survey results to date. Received 170 responses. Will go through them at the staff meeting on 3/17. Possibly do one on one interviews to get individual opinions on the survey responses.

Staff Strategic Planning meeting. 3/17/21 date confirmed

Schedule Board/Steering Committee Strategic Planning meeting. Yet to be scheduled

New Business: None

Questions and Comments from Board Members: Janet said she was impressed with the praise the library staff received on the surveys.

Adjournment: Meeting adjourned at 7:29 PM

Next meeting: March 18 at 6:30 PM