

**Buchanan District Library
Regular Board Meeting
February 17, 2022**

Call to Order: President Molly Thornton called the meeting to order at 6:37 PM. Board members present were Molly Thornton, Jeanne Arbanas, Deb Miner, Nathanael Lyon, and Karen McGuirt. Janet Kuhn and Karen Quasny were absent. Director Meg Paulette represented the Library Staff.

Adoption of Agenda: Motion made by Deb Miner to accept the agenda. Seconded by Nathanael Lyon. Motion carried.

Recognition of Visitors: None

Community Concerns: None

Routine Business:

- **Correspondence:** None
- **Minutes and Calendar:** Motion made by Jeanne Arbanas to accept the January minutes as written. Seconded by Deb Miner. Motion carried.
- **Financial Reports and Approval of Expenditures:** Motion made by Nathanael Lyon to accept reports as written. Seconded by Karen McGuirt. Motion carried.

Committee Reports:

- **Public Relations & Fundraising:**
 - No meeting. Meg reported on a tour she gave to a potential donor.
- **Library Policy:**
 - A meeting of the Policy Committee is scheduled for Wednesday, March 9, at 5:30pm.
- **Personnel:**
 - A meeting of the Personnel Committee is scheduled for Wednesday, March 9, at 6:15pm.
- **Building:**
 - Meg reported that the electrical and cabling work for moving the patron computers has been completed.
- **Budget and Finance:**
 - Report from February 10 meeting of the Finance Committee meeting. Meg reviewed the budget amendments. Jeanne Arbanas made a motion to accept the budget amendments. Nathanael Lyon seconded. All voted in favor, motioned carried.
- **Technology:**
 - Meg reported that the library is moving forward with Beanstack (for reading incentive programs) and myLibro (for the development of a library app).

Director's Report: See report.

Unfinished Business:

- Strategic planning: The board discussed the first draft of the Strategic Plan that was submitted by the Strategic Planning Ad Hoc Committee at the January meeting. Karen McGuirt suggested an edit to one of the Core Beliefs. Meg suggested the addition of a “freedom to read” statement. Nathanael discussed creating an intentional marketing plan to communicate the plan to the public, both formally and in everyday discussion. Jeanne suggested that Meg present the Strategic Plan to various agencies and organizations. Molly stressed that the plan needs to be used, and suggested that specific Strategic Plan goals be added to the board calendar. Meg will make the small changes to the plan and then send to all board members again.

New Business:

- The board discussed the updated guidance on indoor masking from the Michigan Department of Health and Human Services. It was decided that the request for patrons to mask at the library would be lifted, but that staff will continue to wear masks until MIOSHA and the CDC update their guidance.

Questions and Comments from Board Members: None made.

Adjournment: Meeting adjourned at 8:00 PM

Next meeting: March 17 at 6:30 PM