

**Buchanan District Library
Regular Board Meeting
July 15, 2021**

Call to Order: Interim President Deb Miner called the meeting to order at 6:31pm. Board members present were Deb Miner, Janet Kuhn, Jeanne Arbanas, Molly Thornton, Karen Quasny and Nathanael Lyon. Karen McGuirt was absent. Director Meg Paulette represented the Library Staff.

Adoption of Agenda: Motion made Molly Thornton to accept agenda. Seconded by Janet Kuhn. Motion carried.

Recognition of Visitors: Alice Kring was present to swear in new board members.

Community Concerns: None

Swearing in of new Board Members: Alice Kring read the Oath of Office to new Board Members Karen Quasny and Nathanael Lyon.

Routine Business:

- **Correspondence:** None
- **Minutes and Calendar:** Motion made by Molly Thornton to accept the June minutes after receiving and approving the library closing dates as presented by Meg. Seconded by Janet Kuhn. Motion carried.
- **Financial Reports and Approval of Expenditures:** Motion made by Jeanne Arbanas to accept report. Seconded by Nathanael Lyon. Motion carried.

Committee Reports:

- **Public Relations & Fundraising:**
 - Upcoming fundraising events: At the July 22 concert Sarah would like to sell drinks, chips, ice cream, etc. Sarah needs volunteers to help with this project. She will also need help with the Keller Williams Concert on August 20.
- **Library Policy:** Nothing new
- **Personnel:**
 - Julie Blaylock was hired as a Part-Time/Substitute Circulation Assistant
 - Evaluation and 2021-2022 contract for director, Meg Paulette. Meg's new contract will provide additional days off and a cost of living raise in place of a salary raise. Due to COVID restrictions, a new contract had not been reviewed and signed as of this meeting. Nathanael made a motion to extend Meg's current contract until the next meeting. Everything will be retroactive to July 1 when the new contract is signed. Meg agreed to this motion. Seconded by Janet Kuhn. Motion carried.
- **Building:**
 - Repairs completed on AC: Repair costs are approximately \$2,000.

- I & M Rebate Program estimate for LED lighting project. The library should receive \$2,124 in rebates for the \$5,070 project.
- **Budget & Finance:**
 - Audit happening week of 7/12/21
- **Technology:**
 - Patron computer monitors are being replaced

Director's Report: See report.

Unfinished Business:

- **Strategic Planning:**
 - Report from Board Committee Strategic Planning meeting Saturday, June 19. A new mission statement for the library was chosen.

New Business

- **Appointment of Officers and Committee assignments for 2021-2022:** Deb Miner opened the floor for the nomination of officers. Officers nominated were: Molly Thornton, President, Deb Miner, Vice President, Jeanne Arbanas, Secretary, and Janet Kuhn, Treasurer. Janet Kuhn made a motion to approve the nominated candidates. Seconded by Nathanael Lyon. Passed by roll call votes. Committee assignments are as follows: **Building:** Molly Thornton (chair), Karen McGuirt, Nathanael Lyon, and Dennis Iler (ad hoc). **Policy:** Karen McGuirt (chair), Karen Quasny, and Deb Miner. **Technology:** Molly Thornton (chair), Karen Quasny, and Jeanne Arbanas. **Finance:** Janet Kuhn (chair), Karen Quasny, Jeanne Arbanas, and Erin Ross (ad hoc). **Fund Raising & Public Relations:** Karen McGuirt (chair), Jeanne Arbanas, Nathanael Lyon, and Deb Miner. **Personnel:** Deb Miner (chair), Janet Kuhn, Nathanael Lyon, and Molly Thornton. Janet Kuhn made a motion to accept new committee members. Seconded by Karen Quasny. Motion carried.
- The Board of Trustees request that the new Board President, Molly Thornton, be made an authorized signer for the Buchanan District Library's United Federal Credit Union, Honor Credit Union, and Country Heritage Credit Union accounts. The Board also requests that former Board President, Dave Perez, be removed as an authorized signer.

Questions and Comments from Board Members: None

Adjournment: Meeting adjourned at 7:55pm

Next meeting: August 19, 2021 at 6:30pm.