

Buchanan District Library
Regular Board Meeting
Buchanan District Library Community Room
Thursday, July 18, 2024 at 6:30 pm

Call to Order: President Molly Thornton called the meeting to order at 6:31 pm. Board members present were Molly Thornton, Deb Miner, Janet Kuhn, Karen Quasny, Nathanael Lyon and student representative Grant Waggoner. Karen McGuirt and Trinity Young were absent. Director Meg Paulette Perez represented the library staff.

Approval of Agenda: Motion made by Janet Kuhn to accept agenda. Seconded by Karen Quasny. Motion carried.

Public Comment: None

Routine Business:

- **Correspondence and Calendar:**
 - Board members present signed the annual Ethics Agreements, absent members will sign next month.
 - MGCF grant update: Meg wrote a letter to the MGCF trustees requesting a change in the use of our grant funds (originally requested to fund our digital sign project) due to the sinkhole problem near the libraries property. Meg is still waiting for a response.
 - Holiday closing schedule: Board approved holiday closing schedule through July 2025.
- **Minutes:** Motion made by Karen Quasny to accept the June minutes as presented. Seconded by Nathanael Lyon. Motion carried.
- **Financial Reports and Approval of Expenditures:** Meg mentioned the report does reflect the approved amendments from the previous meeting. Motion made by Nathanael Lyon to accept report. Seconded by Karen Quasny. Motion carried.

Committee Reports:

- **Public Relations & Fundraising:** Need to schedule a meeting. Meg will email committee members.
- **Library Policy:**
 - Meg has been working with Buchanan Schools on Flexshare Policy but has nothing new to report.
- **Personnel:** Nothing new
- **Building:** Meg and Molly attended a meeting with Rob Swem and the subcontractors. Another meeting with the architect will be scheduled in August, which should include as many members of the Building Committee as possible. There was also discussion of the sinkhole near the libraries parking lot and the email that Molly Thornton sent to Mayor

Sean Denison. All agreed that ongoing communication between the City and the Library is needed.

▪ **Budget & Finance:**

- The Buchanan District Library Board of Trustees request that a line of credit be opened at Country Heritage Credit Union, not to exceed a \$200,000 limit, using the library's Country Heritage CD account as collateral, with the following authorized signers: Meg Paulette, Laura Hauch, Molly Thornton, and Janet Kuhn.

▪ **Technology:**

- Meg went over the technology plan with the Board for the next two years.
- Strategic Plan: Meeting scheduled for August 29th at 3:00 pm.

Director's Report: See report.

Unfinished Business

- Offer to acquire Little Bucks Bookmobile: Nothing new to report

New Business:

- Work on Board Matrix: Karen Quasny explained the matrix and how it will help with recruitment of future Board members.

Questions and Comments from Board Members: Molly mentioned she felt Hoopla was getting to be expensive for the library to maintain. Karen said she had visited Harris Family Farms Foundation on Warren Woods Road in Galien. They grow food to give away to people in need. Meg said she would like them to do a program at the library and will reach out to them.

Adjournment: Meeting adjourned at 7:35 pm

Next meeting: August 15, 2024 at 6:30pm.