

BUCHANAN DISTRICT LIBRARY
Regular Board Meeting
Buchanan District Library Community Room
Thursday, June 20, 2024 at 6:30 pm

Call to Order: President Molly Thornton called the meeting to order at 6:34 pm.

Board members present were Molly Thornton, Deb Miner, Janet Kuhn, Karen Quasny, Karen McGuirt, Trinity Young, Nathanael Lyon and student representative Grant Waggoner. Director Meg Paulette Perez represented the Library Staff.

Approval of Agenda: Motion made by Janet Kuhn to accept agenda after the correction of the numbering. Seconded by Karen McGuirt. Motion carried.

Public Comment: None

Routine Business:

Correspondence and Calendar:

- Officer elections. Nathanael Lyon made a motion to re-elect current officers. After current officers agreed to another term, Janet Kuhn seconded the nomination. Board members voted unanimously to continue with the current slate of officers. **President:** Molly Thornton **Vice President:** Deb Miner **Secretary:** Karen Quasny **Treasurer:** Janet Kuhn.
- Board President Molly Thornton appointed board members to standing committees. Appointments are as follows: **Building:** Molly Thornton (chair), Karen McGuirt, Nathanael Lyon, *Joellen Bellaire, Peter Lysy, Wendy Chapman, Dennis Iler and Grant Waggoner.* **Personnel:** Deb Miner (chair), Molly Thornton, Nathanael Lyon, and Janet Kuhn. **Finance:** Janet Kuhn (chair), Karen Quasny, Karen McGuirt and *Erin Ross.* **Policy:** Karen Quasny (chair), Trinity Young and Deb Miner. **Fundraising & Public Relations:** Karen McGuirt (chair), Trinity Young, Nathanael Lyon and Deb Miner. **Technology:** Molly Thornton (chair), Karen Quasny and Trinity Young. **Strategic Planning:** Molly Thornton Deb Miner and Karen Quasny.

Approval of previous meeting's minutes. Nathanael Lyon made a motion to approve minutes as presented. Seconded by Karen Quasny. Motion carried.

Financial Reports and Approval of Expenditures: Motion made by Karen Quasny to accept report. Seconded by Deb Miner. Motion carried.

Committee Reports:

Public Relations & Fundraising: No meeting. Meg is working to prepare an annual appeal letter earlier than normal to coincide with the beginning of construction on the second floor Community Room.

Library Policy:

Meg reported she and Erin are looking at possibly purchasing more financial policies from Foster & Swift. She would like to put anything else on hold until next year. Meg is still working with Buchanan Community Schools on the Flexshare Policy.

Personnel: Meg reported staff reviews have been completed. She also reported Thelma Keltz will be semi-retiring, changing to a 3 day workweek starting in July. In addition, Karen Ovalle has been promoted to Circulation Coordinator starting July 1.

Building: Meg presented a report from Frost Engineering. After discussing this issue, the Board feels the library needs better communication with city officials to see what is being done to fix the problem. Board members will reach out to city officials to express our concerns.

Budget & Finance:

- Approve 2024-2025 Budget: Karen Quasny read the 2024–2025 Budget Resolution. Karen McGuirt made a motion to adopt the resolution, and Nathanael Lyon seconded. Upon roll call vote, all trustees voted to adopt the resolution.
- Nathanael Lyon made a motion that the proposed 2023–2024 budget amendments be approved. Seconded by Karen Quasny. Motion carried.

Technology: Nothing new to report

Strategic Plan

Annual Survey: Meg reported that the surveys done were a better quality, but there were fewer done so far.

Director's Report: See report.

Unfinished Business: Meg reported the offer to acquire Little Bucks Bookmobile is still in progress.

New Business: None

Questions and Comments from Board Members:

Adjournment: Meeting adjourned at 7:58pm

Next meeting: July 18, 2024 at 630pm