

BUCHANAN DISTRICT LIBRARY
Regular Board Meeting
Buchanan District Library Community Room
May 18, 2023

Call to Order: President Molly Thornton called the meeting to order at 6:36pm. Board members present were Molly Thornton, Jeanne Arbanas, Janet Kuhn, Karen McGuirt, and Karen Quasny. Nathanael Lyon and Deb Miner were absent. Director Meg Paulette represented the Library Staff.

Adoption of Agenda: Motion made by Janet Kuhn to accept agenda. Seconded by Karen McGuirt. Motion carried.

Recognition of Visitors: Buchanan High School student, Grant Waggoner was present for the meeting.

Community Concerns: None

Routine Business:

Correspondence: None

Minutes and Calendar: Motion made by Karen Quasny to accept the April minutes as written. Seconded by Jeanne Arbanas. Motion carried.

Financial Reports and Approval of Expenditures: Motion made by Jeanne Arbanas to accept report. Seconded by Janet Kuhn. Motion carried.

Committee Reports:

Public Relations & Fundraising: Meg invited the Board members to join us for the Memorial Day parade

Library Policy: Meg informed the Board that the library will be purchasing needed policies from Foster Swift.

Personnel: Employee reviews have been sent out. Some have been returned, but Meg has not yet met with staff to go over the reviews with them.

Building: Meeting scheduled for Tuesday, June 13th at 9:00 am.

Budget & Finance:

- Report from 5/11 meeting: Janet Kuhn gave a report of the Budget & Finance Committee meeting, which included meeting with representatives of Sturgis Bank, review the final budget amendments for 2022-23, and reviewing the 2023-24 budget.
- Karen Quasny made a motion to open an account at Sturgis Bank with Meg Paulette, Laura Hauch, Molly Thornton, and Janet Kuhn as authorized signers on the account. Seconded by Karen McGuirt. Motion carried.
- Approve final 2022-23 Budget Amendments: Jeanne Arbanas made a motion to approve 2022-23 Budget Amendments as presented. Seconded by Karen Quasny. Motion carried.

- Draft of 2023-24 Budget (will approve in June) Board members were given a draft of the 2023-24 Budget for their review. Budget will be voted on at the June meeting.

Technology: No meeting.

Strategic Plan:

- Final review of the annual survey: Survey to be ready to go out in June with the results to be posted in July.

Director's Report: See report.

Unfinished Business:

- Update on Days Ave public art project in partnership with the City/MMS. Meg filled the Board in on where the project stands. Meg feels a contract needs to be drawn up between the City and the Library with guidelines for the project before it progresses any further.

New Business: None

Questions and Comments from Board Members:

Adjournment: Meeting adjourned at 7:40pm

Next meeting: June 15, 2023 at 6:30pm