

**Buchanan District Library
Regular Board Meeting
November15, 2018**

Call to Order: Vice President Janet Kuhn called the meeting to order at 6:30 pm. Board members present were Janet Kuhn, Molly Thornton, Dennis Iler, Mary Lysy and Debbie Brooks. David Perez was absent. Assistant Director Pamela Salo represented the Library Staff.

Adoption of Agenda: Motion made by Molly Thornton to accept agenda, seconded by Mary Lysy. Motion carried.

Recognition of Visitors: Jeanne Arbanas, a perspective Board Member was present.

Community Concerns: Pamela mentioned that during an adult craft class a patron mentioned she had volunteered to shelve books and was told by Barbara Wallace that she wasn't what we were looking for. She was very offended and glad that Barbara was no longer here.

Routine Business:

Correspondence: None

Minutes and Calendar closing review 1/1,5/25,7/4,9/2,11/28,12/24,25,31:

Motion made by Dennis Iler to accept the October minutes as written. Seconded by Debbie Brooks. Motion made by Molly Thornton to approve closing dates. Seconded by Dennis Iler. Both motions carried. In addition, December 18th was selected for the employee Christmas appreciation brunch.

Financial Report: It was decided to use Bond Funding before Edgewater Bank. Motion made by Molly Thornton to accept report. Seconded by Mary Lysy. Motion carried.

Committee Reports:

Public Relations/Fundraising: Fund raising letter presented by Mary Lysy to the Board for approval. Improvements were discussed. Letter will be presented again at the next meeting.

Library Policy: Nothing new.

Personnel: Pamela mentioned that she had received four applications for the Director position. She felt that none of them were qualified. After a discussion, it was decided to put a 60 day ad in MICH-LIB to advertise for a Director at a cost of \$200.

Building: A meeting was held on November 8th. Another is scheduled for November 20th. Molly reported that everything seems to be on track.

Budget & Finance: No meeting. Will meet in January.

Technology: No meeting.

Director's Report: See report.

Unfinished Business:

Completed Bond Documents Update. Discussed in Director's report.

Letter to City concerning Edwin Brinklow. City accepted his resignation..

New Trustee. Jeanne Arbanas has filed the necessary paperwork and is waiting for the City to make their decision.

Director search. Discussed in Director's report.

New Business:

Story Board for January and February. Will prepare something for December. January and February will be skipped, then resumed in the Spring.

Questions and comments from Board Members: Discussion about Strategic Planning. Director will email information concerning Loring, Sternberg & Associates to trustees.

Adjournment: Meeting adjourned at 7:40 pm.

Next meeting: Next meeting December 20th, 2018