

**Buchanan District Library
Regular Board Meeting
November 21, 2019**

Call to Order: President Dave Perez called the meeting to order at 6:28 pm. Board members present were Janet Kuhn, Molly Thornton, Dennis Iler, Karen McGuirt, Jeanne Arbanas, and Deb Miner. Director Meg Paulette represented the Library Staff.

Adoption of Agenda: Motion made by Deb Miner to accept agenda, seconded by Dennis Iler. Motion carried.

Recognition of Visitors: None

Community Concerns: None

Routine Business:

- **Correspondence:** None

- **Minutes and Calendar:** Motion made by Janet Kuhn to approve the October minutes as written. Seconded Jeanne Arbanas. Motion carried.

- **Financial Report:** Motion made by Jeanne Arbanas to accept report. Seconded by Karen McGuirt. Motion carried.

Committee Reports:

- **Public Relations/Fundraising:** Fundraising committee will have a meeting on November 25th.
 - **Not-So-Silent Night update.** 240 Invitations were sent out. Another 260 postcards will be distributed around Buchanan.
- **Library Policy:** Nothing new.
- **Personnel:**
 - **Scheduling a meeting of the personnel committee:** Schedule after December event.
- **Building:** Nothing new to report.
- **Budget & Finance:** Will meet in January.
 - **Building insurance renewal.** Molly Thornton made a motion to renew insurance with Redbud Insurance. Seconded by Jeanne Arbanas. Motion carried.
- **Technology:** No meeting.

Director's Report: See report.

Unfinished Business:

- **Strategic Planning:** Kathy Rossow will be contacted to see if she is interested in assisting the library with Strategic Planning.
- **2020 Millage planning:** Shirley Bruursema of KDL will help with this and only charge the library mileage.

New Business:

- **Opening an account with Honor Credit Union:** Will discuss at the next finance meeting.

Questions and comments from Board Members: Nothing to be recorded.

Adjournment: Meeting adjourned at 7:15 pm.

Next meeting: Next meeting December 19th, 2019