

**Buchanan District Library
Regular Board Meeting
Buchanan District Library Community Room
November 17, 2022**

Call to Order: President Molly Thornton called the meeting to order at 6:35 pm. Board members present were Molly Thornton, Janet Kuhn, Karen McGuirt, Jeanne Arbanas, Nathanael Lyon and Deb Miner. Karen Quasny was absent. Director Meg Paulette-Perez represented the Library Staff.

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

Recognition of Visitors: None

Community Concerns: None

Routine Business:

- **Correspondence:** None
- **Minutes and Calendar:** Motion made by Deb Miner to approve the October minutes as written. Seconded Nathanael Lyon. Motion carried.
- **Financial Report:** Motion made by Jeanne Arbanas to accept report. Seconded by Karen McGuirt. Motion carried.

Committee Reports:

- **Public Relations/Fundraising:**
 - **Update on for Not-So-Silent Night.** Donations for the silent auction have been great, with about 75 items to auction off at this time.
- **Library Policy:**
 - Approve Circulation Policy updates presented at October meeting. Janet Kuhn made a motion to approve the policy changes. Seconded by Deb Miner. Motion carried.
- **Personnel:** None
- **Building:**
 - **Report from November 2 meeting:** Action Glass completed the replacement of the broken window on the northeast corner of the building on November 15th. See Director report for other projects and ideas discussed at the meeting.
- **Budget & Finance:** Nathanael Lyon made a motion to reinstate the former 695 - Building Fund income line and move \$5,000 from 699.05 Donations Income - Events to 695 - Building Fund. Seconded by Jeanne Arbanas. Motion carried.
- **Technology:**
 - **Work completed to update patch panel on November 7.** Laura worked with Haas Systems to trace and relabel the entire panel sequentially, with all

locations now entered on a map for future reference. Now that Laura knows where everything goes she will be able to move forward with new projects.

- **Strategic Plan:** A meeting is planned for January.

Director's Report: See report.

Unfinished Business: None.

New Business: None

Questions and comments from Board Members: None.

Adjournment: Meeting adjourned at 7:23 pm.

Next meeting: December 15, 2022 at 6:30 pm