

**Buchanan District Library  
Regular Board Meeting  
Buchanan District Library Community Room  
November 21, 2024 at 6:30**

**Call to Order:** President Molly Thornton called the meeting to order at 6:33 PM. Board members present were Molly Thornton, Karen Quasny, Janet Kuhn, Deb Miner, Nathanael Lyon, Trinity Young, and student representative Grant Waggoner. Karen McGuirt was absent. Director Meg Paulette Perez represented the Library Staff.

**Approval of Agenda:** Motion made by Deb Miner to accept agenda. Seconded by Karen Quasny. Motion carried.

**Public Comment:** None

**Routine Business:**

**Correspondence and Calendar:**

- No correspondence
- Calendar items
  - Staff appreciation. Meg will email Board about this
  - Building Committee recommendations for fiscal year 2025-26. Meg suggested that the Committee meet and consider any improvements that may be needed outside of the new construction.
  - Meg reported the annual boiler inspection had been done and there were no issues.

**Approval of previous meeting's minutes:** Motion made by Janet Kuhn to accept October minutes as written. Seconded by Deb Miner. Motion carried. Nathanael Lyon made a motion for the minutes of the special meeting held on November 6<sup>th</sup> be approved as written. Seconded by Deb Miner. Motion carried.

**Financial Reports and Approval of Expenditures:** Motion made by Karen Quasny to accept report as presented. Seconded by Nathanael Lyon Motion carried.

**Committee Reports:**

**Public Relations & Fundraising:**

- Wendy Chapman gave the Board an update on the NSSN fundraiser. She reported at the time of the meeting only 45 items have been donated. She said last year we had 100 auction items and she would like to get closer to that number again this year. Meg asked the Board to help by contacting local businesses or individuals who may be able to donate.
- Art FX design for donor wall: Meg presented the concept images for the donor appreciation piece being designed for the area outside the new community room. The board was pleased with the design and would like to move forward with requesting a quote for the full design, construction, and installation of the piece.

**Library Policy:**

- Meg presented the proposed changes to the circulation policy in order to start offering student cards in partnership with Buchanan Community Schools. She asked the Board to review the changes and be prepared to vote on them at the January meeting.

**Personnel:** No meeting

**Building:**

- Construction update: Meg reported that all is going smoothly so far and commented on how the job foreman works well with staff on the details such as light switches, etc.

**Budget & Finance:**

- Meg reported the final audit was done, however, Josh Gabrielse of Siegfried Crandall PC will not be able to attend a Board meeting to review it until December.

**Technology:** Nothing new

**Strategic Plan:** Nothing new

**Director's Report:** See report

**Unfinished Business:** None

**New Business:** One of the library's operating millages will be up for renewal in 2025. The plan is for it to be on the August ballot. Preparations are already underway to prepare and submit ballot language and to prepare informational materials about the vote for the public.

**Questions and Comments from Board Members:** Grant Waggoner mentioned that he would like to start recruiting a new student representative for after he graduates this spring. The board was in support of him taking the lead on this.

**Adjournment:** Meeting adjourned at 7:55 PM

**Next meeting:** December 19, 2024 at 6:30 PM