

**Buchanan District Library
Regular Board Meeting
October 17, 2019**

Call to Order: President David Perez called the meeting to order at 6:30 PM. Board members present were David Perez, Janet Kuhn, Deb Miner, Jeanne Arbanas, and Dennis Iler. Molly Thornton was absent. Director Meg Paulette represented the Library Staff.

Adoption of Agenda: Motion made by Janet Kuhn to accept agenda. Seconded by Deb Miner. Motion carried.

Recognition of Visitors:

- Alice Kring from Redbud Insurance
 - Oath of office for new trustees: Deb Miner and Jeanne Arbanas took the oath of office.
 - Notarize liquor license for Not-so-Silent Night: Jeanne Arbanas made a motion to apply for a liquor license and authorize Dave Perez to sign on October 17th. Seconded by Janet Kuhn. Motion carried.
- Karol Behrle from Honor Credit Union: Karol gave a brief presentation about the services Honor Credit Union offers.

Community Concerns: None

Routine Business:

- Correspondence: None
- Minutes and Calendar: Karen McGuirt made a motion to accept the September minutes and the calendar as presented. Seconded by Deb Miner. Motion carried.
- Financial Reports and Approval of Expenditures : Dennis Iler made a motion to accept the reports and expenditures as presented. Seconded by Jeanne Arbanas. Motion carried.

Committee Reports:

- Public Relations and Fundraising:
 - Not-so-Silent Night update: \$1,000 of our \$2,000 sponsorship goal has been raised.
 - Letter to patrons (Annual Appeal) Meg will send the appeal mailing list to Janet Kuhn and Jeanne Arbanas to get their help with any possible additions or corrections.
- Library Policy: Nothing new.
- Personnel: Nothing new.
- Building: The Energy Saving Rebate Application is being processed.
- Budget and Finance: Budget will be tight until tax revenue starts coming in (late December).
- Technology: No meeting.

Director's Report: See report.

Unfinished Business:

- Strategic Planning:
 - Possible dates in January for off-site strategic planning meeting? Meg is currently looking for resources to help with this. The goal is to begin the process in January 2020.
- 2020 Millage planning:
 - Dates available to meet with Shirley Bruursema of KDL are: Saturdays, October 26, November 2, and November 16. It was decided ask Shirley to come to BDL on November 16.

New Business:

- Questions and Comments from Board Members: A discussion of if/how to add Galien to our tax base since we are servicing them. It was agreed to discuss this question with Shirley Bruursema when we meet about the 2020 millage.

Adjournment: Meeting adjourned at 7:27 PM

Next meeting: November 21, 2019, at 6:30 PM