

**Buchanan District Library
Regular Board Meeting
Buchanan District Library Community Room
September 21, 2023 at 6:30**

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

Approval of Agenda: Motion made by Karen McGuirt to accept agenda. Seconded by Janet Kuhn. Motion carried.

Public Comment: None

Routine Business:

Correspondence and Calendar:

- No correspondence
- Calendar items
 - Annual Report first draft: Board members were favorable of the first draft and happy to see a rise in all indicators of library use. Nathanael Lyon recommended changing the format slightly to include last year's figures for comparison.
 - Annual Appeal first draft: Board members will review the first draft and make suggestions to Meg so that a final draft can be approved at the October meeting. By that time the results of the MI Community Centers grant application will be known, which will affect the content of the letter. Nathanael Lyon suggested focusing on the increased library use and the need to have use of the second floor as soon as possible.

Approval of previous meeting's minutes: Motion made by Janet Kuhn to accept August minutes as written. Seconded by Deb Miner. Motion carried.

Financial Reports and Approval of Expenditures: Motion made by Nathanael Lyon to accept report. Seconded by Karen McGuirt. Motion carried.

Committee Reports:

Public Relations & Fundraising:

- Report from September meeting. Much of the meeting focused on the upcoming Not-So-Silent Night event. Discussion of fund raising possibilities was also covered.

Library Policy: Nothing new

Personnel: Nothing new.

Building: Waiting on results of Grant Application

Budget & Finance: No meeting

Technology: Nothing new

Strategic Plan: Meg did a presentation for the Board covering which goals had been accomplished, others near completion, and others still needing work.

Director's Report: See report

Unfinished Business: None

New Business: Meg has received two quotes for snow plowing and is waiting on a third. Grant Waggoner is now officially on the library board. A discussion followed on how often Grant should do a report for the Board and how it should be incorporated into the Board meetings.

Questions and Comments from Board Members:

Adjournment: Meeting adjourned at 7:47 PM

Next meeting: October 26, 2023 at 6:30 PM