

**Buchanan District Library  
Regular Board Meeting  
Buchanan District Library Community Room  
September 26, 2024 at 6:30**

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

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

**Public Comment:** None

**Routine Business:**

**Correspondence and Calendar:**

- Meg reported she had raised several questions about the culvert repair to Tim Lynch, and as of this meeting has not received any answers.
- Annual report draft: Meg explained the numbers in the report and how they compared to last year. After the Board has had a chance to look over the report and approve it, it will go out with the annual appeal letter.
- Annual appeal draft: Meg would like the Board to read it and give feedback.

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

**Financial Reports and approval of expenditures:** Motion made by Deb Miner to approve reports. Seconded by Karen McGuirt. Motion carried.

**Committee Reports:**

**Public Relations & Fundraising:**

- Update on 2025 Calendar: Meg reported as of this meeting she has seven sponsors for the calendar, but said she would like to go forward with the project anyway.
- Update on Not-so-Silent Night: The Happy Campers Band will play at the event and donations for the silent auction are on track.

**Library Policy:** Meg will send the proposed library policy for Flex Share to Trinity Young, who will help coordinate efforts with the Buchanan Community Schools policy committee.

**Personnel:** Nothing new.

**Building:** Met on August 30<sup>th</sup>. Permits for electrical work and plumbing has been approved. The overall building permit has not yet been approved. There are some questions regarding capacity for the second floor. Meg feels the project will start soon.

**Budget & Finance:** No meeting

**Technology:** Nothing new

**Strategic Plan:** The Committee met on August 29 and discussed the results of the annual survey and updated the goals and action plans spreadsheet. Deb Miner and Karen Quasny are going to work to compile the last several years of survey data.

**Director's Report:** See report

**Unfinished Business:**

- The offer to acquire Little Bucks Bookmobile is still in progress and has no major updates to report.
- Work on the Board Matrix continues to evolve

**New Business:**

- Thelma swore in new Board member Trinity Young and notarized the necessary document for her file.

**Questions and Comments from Board Members:**

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

**Next meeting:** October meeting TBD.