<u>Buchanan District Library</u>
Regular Board Meeting
Buchanan District Library Study Room
Thursday, August 20, 2026

Call to Order: President Molly Thornton called the meeting to order at 6:37 pm.
Board members present were Molly Thornton, Janet Kuhn, Karen Quasny, Deb Miner, and Trinity Young. Karen McGuirt and Nathanael Lyon were absent. Director Meg Paulette Perez and Assistant Director Erin Ross represented the Library Staff.

Approval of Agenda: Motion made by Janet Kuhn to accept the agenda, seconded by Trinity Young. Motion carried.

Public Comment: Erin Ross made a request to use the library's Community Room after hours on behalf of the College Club. After a discussion, it was determined that the College Club is welcome to use the space (within policy guidelines), however, the specific dates they are requesting are not available due to an existing library program. The Study was reserved for the College Club instead, but meetings in this space must end when the library closes.

Routine Business:

Correspondence and Calendar:

- Correspondence from Libby Hein: The board read and discussed an email sent to Meg from Libby Hein, that Libby requested be shared with the board. Libby recently rented the Library's Community Room, and had some suggestions for policy changes, specifically regarding the requested three-day advance for any reservations. The board discussed the current policy and feels that at this time it meets the needs of the public while considering available library resources.
- The Strategic Plan Committee meeting on August 13 was discussed during Committee Reports.
- Meg reported that L4029 forms will be delivered to all participating municipalities ahead of the September 30 deadline.
- The board discussed the appointment of Committee Chairs, and decided that the Chairs from the 2025–2026 fiscal year will continue to serve this year.

Approval of previous meeting's minutes: With a small correction, Deb Miner made a motion to accept the minutes as presented, seconded by Janet Kuhn. The motion carried.

Financial Reports and Approval of Expenditures: Meg and Erin reported that the library has received the penal fine distribution for 2026, and that the amount was more than expected. Motion made by Karen Quasny to accept the report. Seconded by Trinity Young. The motion was carried.

Committee Reports:

Public Relations & Fundraising:

- Meg reported that the *Remembering Buchanan Calendar* has been printed and delivered, and that sales will begin on August 22nd.
- A meeting of was set for Wednesday, August 26 at 10am to begin planning the 2026 Not-so-Silent Night at the Library.

Library Policy:

- The board continued a discussion about the addition to the Materials Selection Policy presented at the July meeting that addresses materials created using generative AI. This addition would state that the library will not knowingly add or accept works created primarily using generative AI. Board members felt that at this time, the addition serves the public by maintaining a high-quality collection, and assists staff in the selection of materials. All agreed the policy can continue to develop along with this new technology. Motion made by Janet Kuhn to approve the addition to the Materials Selection Policy, seconded by Deb Miner. All board members present voted in favor, motion carried.

Personnel:

- Meg reported that there are two positions available for a Library Page, a position designed for high school students. Circulation Coordinator Karen Gonzalez has received seven applications so far and will begin interviews next week.

Building:

- Meg and Erin shared the Fire Inspector's Report with board. The main area of concern was missing ceiling tiles in non-public areas of the building (the basement and unfinished portions of the second floor). The plan is to find an independent contractor who can help complete this work.

Budget & Finance:

- Janet Kuhn requested a joint meeting of the Budget & Finance Committee and Building Committee to discuss building maintenance projects. The meeting was set for September 2 at 3:30pm.

Strategic Plan:

- The committee reported that the final survey for patrons was developed at the meeting, and will be sent to patrons shortly. This is the last part of the data gathering phase, after which committee members will work to compile data from the surveys and Town Hall meeting that took place in April 2026. The committee would then like to schedule a staff and board retreat for January or February 2027. All agreed that Fernwood would be a good location for the retreat. Molly Thornton reported that she has several leads on facilitators for the retreat.

Director's Report: See report.

Unfinished Business: Janet Kuhn asked about the condition of the bookmobile. Meg reported that after the summer events are completed that the vehicle will be returned to Buchanan Diesel to complete repairs. Janet suggested that we look into indoor storage for the bookmobile during the winter.

New Business: None.

Questions and Comments from Board Members: Board members congratulated the staff on the reorganization project. Meg thanked the board for approving the library closure to complete this work.

Adjournment: Meeting adjourned at 7:50 pm

Next meeting: Thursday, September 17, 2026 at 6:30 pm