

**Buchanan District Library**  
**Regular Board Meeting**  
**Held online due to COVID-19 related restrictions**  
**March 18<sup>th</sup>, 2021**

**Call to Order:** Vice President Dennis Iler called the meeting to order at 7:10pm. Board members present were Dennis Iler, Molly Thornton, Janet Kuhn, Karen McGuirt and Jeanne Arbanas. David Perez and Deb Miner were absent. Director Meg Paulette represented the Library Staff.

**Adoption of Agenda:** Motion made by Molly Thornton to accept agenda. Seconded by Karen McGuirt. Motion carried.

**Recognition of Visitors:** None

**Community Concerns:** None

**Routine Business:**

**Correspondence:** A generous \$5,000 donation was received from Joellen Bellaire.

**Minutes and Calendar:** Motion made by Janet Kuhn to accept minutes and calendar as presented. Seconded by Molly Thornton. Motion carried.

**Financial Reports and Approval of Expenditures:** Motion made by Jeanne Arbanas to accept report. Seconded by Karen McGuirt. Motion carried.

**Committee Reports:**

**Public Relations & Fundraising:** No meeting. A meeting is scheduled for March 30<sup>th</sup> At 5:00 P.M.

**Library Policy:**

**Approve updates to the Personnel Policy.** After a correction to be made was noted, Janet Kuhn made a motion to approve the updates to the Personnel Policy. Seconded by Karen McGuirt. Motion carried.

**Emergency Manual updates** Meg made the Board aware of changes made  
**Personnel:** No Meeting

**Building:**

**Image audit planning:** Meg suggested that an outside source should be used for this, and asked Mary Vincent to help with recruiting volunteers.

**Budget & Finance:** No meeting until Spring.

**Technology:** No meeting.

**Director's Report:** See report.

**Unfinished Business:**

**Strategic planning in 2021**

**Survey results to date:** 199 responses received so far. Overall positive.

**Report from Staff Strategic Planning meeting on 3/17/21.** Meg will share with Board once she has the staff SWOT analysis in an organized document.

**Schedule Board/Steering Committee Strategic Planning meeting.** Will schedule with the board for a Saturday afternoon.

**New Business:** None

**Questions and Comments from Board Members:** None

**Adjournment:** Meeting adjourned at 7:48PM.

**Next meeting:** April 15, 2021 at 6:30PM