



BENJAMIN JEWELL, President, City of Coldwater  
MARTHA WATSON, Secretary, City of Coldwater  
SUSAN BROOKS, Trustee, County-at-Large  
KIMBERLY LANGWORTHY, Trustee, County-at-Large  
KAREN SMITH, Trustee, Bronson Twp.  
SUSAN SMITH, Trustee, Quincy Twp.  
[VACANT], Trustee, Union Twp.

**Board of Trustees Regular Meeting**  
**Coldwater Branch, 10 E Chicago Street, Coldwater, MI 49036**  
**Conducted as a Hybrid Meeting In-Person & via Zoom/YouTube due to the Coronavirus**  
**Monday, October 18, 2021, 5:30 pm**

**MINUTES**

**Approved 11/15/2021**

**1. Call to Order**

BDL President Ben Jewell called the meeting to order at 5:32 pm.

**2. Pledge of Allegiance**

**3. Roll Call /Attendance**

Trustees Present: Ben Jewell attending in person from Coldwater, MI; Martha Watson attending virtually from Coldwater, MI; Karen Smith attending in person from Coldwater, Susie Brooks attending in person from Coldwater, and Sue Smith attending in person from Coldwater, MI.

Trustees Absent: None.

Others Present: Staff members John Rucker, Kimberly Feltner, Jessica Tefft, Ashley McCall and Julie Baratta. Two other people were watching anonymously via YouTube.

**4. Time for Public Comments**

No public comments were made.

**5. Consent Agenda (Items A-H)**

Motion by Martha Watson, supported by Susie Brooks, to approve the Consent Agenda and place the items within on file. By roll call vote, the motion passed unanimously.

- A. BDL Regular Board Meeting Minutes: September 20, 2021
- B. Bills: September 2021
- C. Financial Statements: September 2021
- D. Branch County Penal Fine Report: August 2021
- E. Management Reports: October 14, 2021
- F. Branch Reports: October 14, 2021
- G. Monthly Statistical Report: September 2021
- H. Publicity and Comments: October 14, 2021



**BDL ADMINISTRATIVE OFFICES**

10 E. Chicago St., Coldwater MI 49036  
Tel.: 517-278-2341 • Fax: 517-278-2342  
info@BranchDistrictLibrary.org

**6. Approval of the Agenda**

Motion by Sue Smith, supported by Karen Smith, to approve the Agenda as presented. By roll call vote, the motion passed unanimously.

**7. Selection of Vice President**

In the absence of any other nominations, Sue Smith nominated herself. By a unanimous roll call vote, Sue was elected to serve as Vice President.

**8. Finance Committee Recommendation**

The Finance Committee recommended the draft operating and special revenue budgets for 2022. This was an informational item only.

**9. Budget Hearing: First Reading of the 2022 Operating and Special Revenues Budgets**

This was a First Reading informational item. It will have its Second Reading and be voted on at the November 15 board meeting.

**10. Annual Donation Letter**

By unanimous roll call vote, the letter was approved.

**11. Covid-19 Update**

Director gave a brief report indicating that there have been no new cases of staff members becoming ill or having to quarantine due to exposure. He indicated that he may need to come back to the Board for changes in our current Covid-19 policy should the community situation worsen at some point.

**12. Announcements**

The next regularly scheduled meeting of the Branch District Library Board of Trustees will be held Monday, November 15, 2021, at 5:30 pm at the Coldwater Branch 3rd Floor Meeting Room, 10 E Chicago Street, Coldwater, MI 49036.

**13. Additional Public Comments**

No public comments were made.

**14. Adjournment**

Motion by Karen Smith, supported by Kim Langworthy, to adjourn the meeting. Motion carried by unanimous roll call vote. The meeting was adjourned at 5:51 pm.

Respectfully Submitted,



Martha J. Watson  
BDL Board Secretary

The Branch District Library will provide necessary and reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting to individuals with disabilities at the meeting/hearing upon one week's notice to the Branch District Library by writing or calling the BDL Administrative Offices.