



BENJAMIN JEWELL, President, City of Coldwater
SUSAN SMITH, Vice President, Quincy Twp.
KIMBERLY LANGWORTHY, Secretary, County-at-Large
SUSAN BROOKS, Trustee, County-at-Large
ROBERT HOSTETLER, Trustee, City of Coldwater
JOSEPH LYNCH, Trustee, Union Twp.
KAREN SMITH, Trustee, Bronson Twp.

Board of Trustees Regular Meeting
Sherwood Branch Library, 118 Sherman St., Sherwood MI 49089
Monday, August 21, 2023, 5:30pm

MINUTES

APPROVED
9/18/2023

1. Call to Order

BDL President Benjamin Jewell called the meeting to order at 5:30 pm.

2. Pledge of Allegiance

3. Roll Call / Attendance

Trustees Present: Benjamin Jewell, Susan Smith, Susan Brooks, Robert Hostetler, Joseph Lynch, Karen Smith

Trustees Absent: Kimberly Langworthy (excused)

Others Present: Traci Counterman, Kimberly Feltner, John Rucker, Jessica Tefft

4. Time for Public Comments - Kimberly Feltner invited all present to attend the opening of the permanent story walk at Heritage Park in Coldwater, Friday, September 8, 2023, at 10:00am.

5. Consent Agenda (Items A-H)

Motion by Susan Brooks, supported by Karen Smith, to approve the Consent Agenda and place the items within it on file. Motion carried.

- A. BDL Regular Board Meeting Minutes: July 17, 2023
- B. Bills: July 2023
- C. Financial Statements: July 2023
- D. Branch County Penal Fine Report: June 2023
- E. Management Reports: August 17, 2023
- F. Branch Reports: August 17, 2023
- G. Monthly Statistical Report: July 2023
- H. Publicity and Comments: August 17, 2023

6. Approval of the Agenda

Motion by Susan Smith supported by Susan Brooks, to approve the Agenda as submitted. Motion carried.

7. Elevator Building Code Change

John Rucker informed the Board of the recent change to Michigan building codes, which require a new, expensive sensor to be added to the elevator to be in compliance.

Motion by Karen Smith supported by Susan Brooks, to authorize the expenditure of \$22,490 from the



BDL ADMINISTRATIVE OFFICES

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

General Fund to Otis Elevator for the installation of the required door lock monitoring system. Motion carried.

8. 2023 Tax Rate Request Form (L-4029) Status Update

John informed Board that the County has not yet issued the updated form that we requested. The County Administrator is running our request by their legal counsel before proceeding. This was an informational item and no action was taken.

9. Report from this Month's Host Branch: Sherwood Branch Manager, Traci Counterman

Traci gave an overview of how the Sherwood Branch's summer reading program went, and detailed all the recent building improvements by the library and the Village, as well as what improvements the Village still has planned. This was an informational item and no action was taken.

10. Trustee Training: Materials Challenges

John shared information from the recent program he attended, "Beyond Book Bans", sponsored by MI Right to Read, the Michigan Library Association, and Michigan library cooperatives. The Board then watched a short, recorded presentation on the topic, after which they had a short discussion. Based on that discussion, John will bring back to the Board policy drafts to update our Materials Selection Policy and to create a public comment policy, since currently there are rules in our agendas for comments but no actual policy adopted by the Board. This was an informational item and no action was taken.

11. Announcements

The next regularly scheduled meeting of the Branch District Library Board of Trustees will be held Monday, September 18, 2023, at 5:30 pm at the Lucille E. Dearth Union Twp. Branch Library.

12. Additional Public Comments - None.

13. Adjournment

Motion by Karen Smith, supported by Susan Smith, to adjourn the meeting. Motion carried. The meeting was adjourned at 6:30pm.

Respectfully Submitted,



Kimberly S. Langworthy
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.