



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  
Bronson Branch Library, 207 N. Matteson St., Bronson MI 49028  
Monday, August 15, 2022, 5:30pm**

**MINUTES**

**APPROVED  
9/19/2022**

**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, Kimberly Langworthy, Susan Brooks, Robert Hostetler, Joseph Lynch and Karen Smith

Trustees Absent: none.

Others Present: John Rucker, Kimberly Feltner, Jessica Tefft and Lynell Eash

**4. Time for Public Comments - None.**

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

Motion by Susan Smith, 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 18, 2022

B. Bills: July 2022

C. Financial Statements: July 2022

D. Branch County Penal Fine Report: June 2022

E. Management Reports: August 11, 2022

F. Branch Reports: August 11, 2022

G. Monthly Statistical Report: July 2022

H. Publicity and Comments: August 11, 2022

**6. Approval of the Agenda**

Motion by Susan Brooks supported by Karen Smith, to approve the Agenda with the addition of 7a, Draft Community Calendar Policy. Motion carried.

**7. Agenda Item – Post-Millage Changes Required to the Plan of Service**

Motion by Karen Smith supported by Susan Smith, to change our Plan of Service document, Section 12 "Revenue", sentence 2 to "Millage 2 was first approved by voters in 2014 and renewed in 2022" and Section 15 "Assigned Fund Balance for Special Projects", last sentence to "This Assigned Fund Balance will be maintained by setting aside 1.5% of tax revenue each year". Motion carried.



**BDL ADMINISTRATIVE OFFICES**

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**7a. Agenda Item – Draft Community Calendar Policy**

Motion by Karen Smith supported by Joseph Lynch to approve the Draft Community Calendar Policy as presented by

Director John Rucker. Motion carried.

**8. Millage Renewal Analysis**

John shared with the attendees information and charts showing the statistics in regards to voter turnout and yes votes and no votes for the past 3 library millages (1991, 2014 and 2022). This year's millage had 63% yes votes compared to 59% in 1991 and 71% in 2014. Information was also shared regarding the YES Committee which lacked participation this year; 36 yard signs were able to be placed in high traffic locations. The millage was advertised using handouts/posters, the website and social media, as well as public speaking.

In looking ahead to the 2029 millage, discussion occurred on promoting BDL and its services more over the next 7 years, seeking ways to reach people better and creating a new strategic plan in 2024. No action was required.

**9. Report from this month's host branch: Bronson Branch Manager Lynnell Eash**

Lynnell shared that summer programming ("Oceans") had ended with good attendance. 272 individuals joined and 52 completed the program. Staff will be attending school open houses this week. She shared the success of the Little Free Library at Discount Foods, adding that ones will be added by Ryan Elementary and Gilead Lake. The Friends Group is holding a book sale next Thursday through Saturday. No action was required.

**10. Announcements**

The next regularly scheduled meeting of the Branch District Library Board of Trustees will be held Monday, September 19, 2022, at 5:30 pm at the Alganssee Branch Library.

**11. Additional Public Comments** - None.**12. Adjournment**

Motion by Karen Smith, supported by Benjamin Jewell, to adjourn the meeting. Motion carried. The meeting was adjourned at 6:12 pm.

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.