

Board of Trustees Special Meeting
Branch District Library – Coldwater Branch
10 E Chicago Street, Coldwater, MI 49036
Monday, January 27, 2020
5:30 pm

MINUTES

1. Call to Order

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

2. Pledge of Allegiance

3. Roll Call / Attendance

Board Members Present: Ben Jewell, Tom Lowande, Martha Watson, Susan Brooks, Kim Langworthy, Karen Smith, and Sue Smith.

Board Members Absent/Excused:

Others Present: John Rucker, Kimberly Feltner, Ashley McCall.

4. Time for Public Comments. None.

5. Approval of the Agenda

Motion by Martha Watson, supported by Kim Langworthy, to approve the Agenda. Motion carried.

6. Access to BDL Certificates of Deposit

It recently came to the attention of staff and BDL Board President, Benjamin Jewell, that no current staff or Board Trustees have authority to access or make decisions about the BDL's certificates of deposit at the Southern Michigan Bank & Trust. There was discussion that key staff need authority to access information about any of our accounts at financial institutions and that signature authority on the accounts should be limited to the Board's three officers. It was noted that we need to add an item to our meeting each January to review financial signature authority.

A. Motion by Tom Lowande, supported by Sue Smith, to remove signature authority of the people currently authorized for the Certificates of Deposit at the Southern Michigan Bank and Trust. Motion carried.

B. Motion by Tom Lowande, supported by Karen Smith, to authorize each of the current officers of the BDL Board of Trustees, Benjamin Jewell, Thomas Lowande, and Martha Watson to sign documents related to the Certificates of Deposit at the Southern Michigan Bank and Trust. Motion carried.

C. Motion by Ben Jewell, supported by Tom Lowande, to authorize informational access to any of the BDL's accounts at any financial institution to the BDL Director, John Rucker, and the BDL's bookkeeper, Ashley McCall. Motion carried.

7. Announcements

The next regularly scheduled meeting of the Branch District Library Board of Trustees will be held Monday, February 17, 2020, at 5:30 pm, in the Coldwater Branch meeting room.

8. **Additional Public Comments** – None.

9. **Adjournment**

Motion by Sue Smith, supported by Karen Smith, to adjourn the meeting. Motion carried. The meeting was adjourned at 5:47 pm.

Respectfully Submitted,



Martha J. Watson
BDL Board Secretary

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