

Board of Trustees Regular Meeting
Conducted Virtually on Zoom/YouTube Due to the Coronavirus Situation
10 E Chicago Street, Coldwater, MI 49036
Monday, July 20, 2020
5:30 pm

MINUTES

NOTE: In accordance with Michigan Governor Gretchen Whitmer's Executive Order 2020-154, designed to help prevent the spread of the COVID-19 virus by allowing public bodies subject to the Open Meetings Act to use telephone or video conferencing technology to meet and conduct business, the Branch District Library Board of Trustees live streamed this meeting via Zoom and YouTube. Instructions were provided in the meeting notice for how the public could watch or listen to the meeting and provide public comment. All votes taken during the meeting were done by roll call.

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

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

Board Members Absent/Excused: Sue Smith

Others Present: Staff members John Rucker, Kimberly Feltner, and Jessica Tefft, plus 5 others (2 via Zoom and 3 via YouTube)

4. Public Comments. None.

5. Consent Agenda (Items A-K)

Motion by Tom Lowande, supported by Kim Langworthy, to approve the Consent Agenda and place the items within on file. By roll call vote, the motion carried unanimously.

A) BDL Regular Meeting Minutes: June 15, 2020

B) Bills: June 2020

C) Financial Statements: June 2020

D) Branch County Penal Fine Report: February 2020

E) Branch County Penal Fine Report: March 2020

F) Branch County Penal Fine Report: April 2020

G) Branch County Penal Fine Report: May 2020

H) Administrative Reports: July 17, 2020

I) Branch Reports: July 17, 2020

J) Monthly Statistical Report: June 2020

K) Publicity and Comments: July 17, 2020

6. Approval of the Agenda

Motion by Martha Watson, supported by Tom Lowande, to approve the Agenda as presented. By roll call vote, the motion carried unanimously.

7. **Millage Rate/L-4029 Form**

The Board must decide every year how much of the approved millage it will levy. Motion by Martha Watson, supported by Tom Lowande, to approve the maximum allowed millage of 1.1047 Mills. By roll call vote, the motion carried unanimously.

8. **Policy Review: Investment Policy**

At the June 15, 2020 meeting, the Board referred the 1998 *Investment Policy* to the Board's Investment Committee to update the policy. See the minutes of the June meeting for a list of recommended changes. See the attachment to the agenda for this meeting to see the changes recommended by the Finance Committee. Motion by Martha Watson, supported by Susie Brooks, to approve the proposed changes to the policy. By roll call vote, the motion carried unanimously.

9. **Policy Review: COVID-19 Response & Reopening Policy**

Library Director John Rucker proposed some changes to this policy to bring it into compliance with the Governor's latest executive order #147. During discussion, it was noted that the policy the Board approved gives the Director the authority to make changes to the policy as needed and, given that, the Board does not need to approve the changes the Director wants to make.

10. **COVID-19 Update**

This was an informal discussion with staff about how the reopening was going. Staff reported some challenges, but all positive experiences. There have been no significant problems.

11. **Announcements**

The next regularly scheduled meeting of the Branch District Library Board of Trustees will be held Monday, August 17, 2020, at 5:30 pm, at the Bronson Branch Library at 207 N Matteson Street, Bronson, MI 49028. If that changes due to the coronavirus, we will make additional public announcements. It was noted that the Executive Order allowing public meetings to be held via Zoom or similar technology has been extended through the end of August.

12. **Additional Public Comments.** None.

13. **Adjournment**

Motion by Ben Jewell, supported by Martha Watson to adjourn the meeting. By unanimous vote, the motion carried. The meeting was adjourned at approximately 6:05 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 following:

Branch District Library, 10 E. Chicago St., Coldwater, MI 49036 info@BranchDistrictLibrary.org (517) 278-2341