



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  
Coldwater Branch Library, 10 E. Chicago St., Coldwater MI 49036  
Monday, January 15, 2024, 5:30pm**

**MINUTES**



**1. Call to Order**

BDL Director John Rucker called the meeting to order at 5:32 pm.

**2. Pledge of Allegiance**

**3. Roll Call / Attendance**

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

Trustees Absent: none.

Others Present: John Rucker, Kimberly Feltner, Jessica Tefft

**4. Election of Officers**

Motion by Karen Smith, supported by Susan Brooks, to re-elect all officers to their previous positions (Benjamin Jewell-President, Susan Smith-Vice President and Kim Langworthy-Secretary). Motion carried.

**5. Committee Assignments**

Committee assignments for 2024 will remain the same as 2023 with the exception of a discontinuation of the Ad-hoc/Bylaws committee.

**6. Consent Agenda**

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

- A. BDL Regular Board Meeting Minutes: December 18, 2023
- B. Bills: *not available until after the audit*
- C. Financial Statements: *not available until after the audit*
- D. Branch County Penal Fine Report: November 2023
- E. Management Reports: January 11, 2024
- F. Branch Reports: December 14, 2023
- G. Monthly Statistical Report: *not available until after the audit*
- H. Publicity and Comments: December 14, 2023

**7. Approval of the Agenda**

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



**BDL ADMINISTRATIVE OFFICES**

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

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

**8. Borrowing and Lending Policy Update**

Motion by Karen Smith supported by Susan Smith, to amend the Borrowing and Lending Policy as presented to allow access to digital circulating materials only on services that offer separate collections for juvenile and/or young adult audiences. Motion carried.

**9. Purchasing Request**

Motion by Susan Smith supported by Karen Smith, to approve the requested \$9,360.66 from the operating budget to replace the web server and file server from System 76. Motion carried.

**10. Announcements**

The next regularly scheduled meeting of the Branch District Library Board of Trustees will be held Monday, February 19, 2024, at 5:30 pm in the meeting room of the Coldwater Branch Library.

**11. Public Comments** - None.

**12. Adjournment**

Motion by Susan Brooks, supported by Susan Smith, to adjourn the meeting. Motion carried. The meeting was adjourned at 5:42 pm.

Respectfully Submitted,



Kimberly S. Langworthy  
BDL Board Secretary