

Board of Trustees Regular Meeting  
Coldwater Branch Library  
10 E. Chicago St., Coldwater MI 49036  
Monday, January 18, 2016  
5:30 pm

## MINUTES

### 1. Call to Order

BDL Interim Director, John Rucker called the meeting to order at 5:58 pm.

### 2. Pledge of Allegiance

### 3. Roll Call / Attendance

Board Members Present: Erica Ewers, Daniel Gordon, Benjamin Jewell, Marilyn Johnson, Susan Smith, Lewis Uhrig, Martha Watson.

Board Members Absent: None

Others Present: John Rucker, Darlene Curtis, Lisa Wood, Lynnell Eash, Gina Horn.

### 4. Election of Officers:

Rucker opens the floor to nominations for BDL Board President. **Motion by Watson, supported by Gordon, to nominate Erica Ewers for BDL Board President. Motion carried.** Rucker turned the meeting over to President Ewers. Ewers opens the floor to nominations for BDL Vice President. **Motion by Watson, supported by Gordon, to nominate Ben Jewell for BDL Vice President. Motion carried.** Ewers opens the floor to nominations for BDL Board Secretary. **Motion made by Watson, supported by Uhrig, to nominated Marilyn Johnson for BDL Board Secretary. Motion carried.**

### 5. Update Bank Signatures: **Motion by Gordon, supported by Jewell to keep the same banks and the same people as signers to the accounts at those banks. Motion carried.**

### 6. 2016 Committee Assignments: **Motion by Watson, supported by Jewell, to keep the committee assignments the same, minus the Search Committee. Motion carried.**

### 7. Time for Public Comments

Eash commented on how well received Amnesty Month was for the Bronson patrons.

### 8. Consent Agenda (Items A-J)

**Motion made by Uhrig, supported by Johnson, to approve the Consent Agenda as written and place the items within on file. Motion carried.**

A) BDL Regular Board Meeting Minutes: December 21, 2015

- B) CPL Regular Board Meeting Minutes: December 14, 2015  
Financial Statements: Not available  
Branch County Penal Fine Report: Not available
- C) Director's Report: January 15, 2016
- D) Branch Reports: January 11, 2016
- E) Coldwater Kids' Place Report: January 2016  
Coldwater Adult Programming Report: No report
- F) Systems Librarian Report\*: January 15, 2016  
\* The Systems Librarian continues to monitor and assure compliance with the Children's Internet Protection Act.
- G) Monthly Statistical Report: December 2015
- H) Book Budget: December 2015  
Capital Projects: Not available
- I) Newspaper Coverage: January 15, 2016
- J) Patron Comments: January 15, 2016

END OF CONSENT AGENDA

**9. Approval of the Agenda**

**Motion made by Watson, supported by Jewell, to approve the Agenda as written. Motion carried.**

**10. Bills: December 1, December 11 and December 25, 2015**

**Motion made by Uhrig, supported by Gordon, to approve the bills of December 1, December 11 and December 25, 2015. Motion carried.**

**11. Union Twp. Branch Cleaning: Motion by Watson, supported by Jewell, to hire a temporary cleaning service. Motion carried.**

**12. Lawyer's Advice on Bronson Pest Control Issue: Motion by Jewell, supported by Uhrig, form an Ad-Hoc Public Services Committee, consisting of Martha Watson, Sue Smith and Daniel Gordon. Motion carried.** The Public Services Committee will meet with the Director and come back to the board with a recommendation.  
Placed on file.

**13. Correction to Minutes:**

**March 2015: 11. C) IT Department: Motion made by Gordon, supported by Jewell, to approve 2 cameras & cabling; 3 receipt printers; 8 IP cameras; 3 4-port DVR software licenses 1 DVR capture card; 1iMacs; 1 Apple TV; 15 Barcode readers; 15 hands-free stands; 3 servers; 24 desktop computers; 5 monitors; 19 network switches; 33 IP cameras 2 24-port Power-over-Ethernet switches; 1 network DVR; Wiring Rack; installation of all wiring; configuration and setup of entire system, a total of \$64,206.75 ~~\$57,861 from the IT capital fund, with the remainder of \$6,390.75~~ from the Coldwater Capital Fund. Motion carried.**

September 2015: 9. B) IT Department

**Motion made by Uhrig, supported by Gordon, to approve the expenditure of \$2,916.83 from the ~~Coldwater Capital~~ Major District Projects Fund to purchase of a new internet router. Motion carried.**

**Motion made by Jewell, supported by Watson to approve the corrections to the minutes of March and September 2015 as amended. Motion carried.**

**14. Announcements**

Ewers gave an update on the Director Search. At this time Bradbury Associates have 9 applicants. The application deadline is January 24, 2016.

The next scheduled meeting of the Branch District Library Board of Trustees will be held Monday, February 15, 2016 at 5:30 pm in the meeting room of the Coldwater Branch Library.

**15. Additional Public Comments**

None.

**16. Adjournment: Motion by Gordon, supported by Uhrig, to adjourn the meeting. Meeting adjourned at 6:12 pm. Meeting adjourned.**

Respectfully Submitted,

Marilyn Johnson  
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  
(517) 278-2341  
secretary@BranchDistrictLibrary.org