



ALGANSEE • BRONSON • COLDWATER • QUINCY • SHERWOOD • UNION TWP.

**Board of Trustees Regular Meeting
Coldwater Branch Library
10 E. Chicago St., Coldwater MI 49036
Monday, August 16, 2021
5:30pm**

In an effort designed to help prevent the spread of the coronavirus, the Branch District Library Board of Trustees is holding this meeting via an online livestream, as permitted by the [Michigan Open Meetings Act, PA 228 of 2020](#). Connection details are below, or see our [Online Meeting Guide](#) for help.

Members of the public wishing to participate in the meeting have the following options:

- If you wish only to observe and listen:
 - We recommend you view our livestream by going to: <https://www.BranchDistrictLibrary.org/livestream>.
 - Join the meeting on Zoom via the following address: <https://us02web.zoom.us/j/81657634613>.
 - You may also call in on a telephone to listen to the meeting audio. Dial **1-312-626-6799**, and enter meeting ID **816 5763 4613**. A participant ID is not required to listen.
- If you wish to give public comment:
 - Join the meeting on Zoom via the following address: <https://us02web.zoom.us/j/81657634613>. Indicate you wish to speak by pressing the "Raise Hand" icon in Zoom before a public comment period.
 - Send an email by 4:00pm prior to the meeting to the Library Director at director@BranchDistrictLibrary.org or to BDL Trustees listed at <https://www.BranchDistrictLibrary.org/library-board>.
 - Use our web form at <https://www.BranchDistrictLibrary.org/suggestion-box>.
 - Leave a voicemail by 4:00pm prior to the meeting by calling the Library Director at **517-279-7848**.
 - Dial **1-312-626-6799**, and enter meeting ID **816 5763 4613**. A participant ID is not required to listen. If you wish to make a comment, press ***9** on your touchtone phone or keypad before a public comment period. When instructed, press ***6** to unmute yourself.
- During the public comment periods, those indicating they wish to speak will be recognized. Individuals making public comments should state their name and where they live before their comment. The time limit for any individual's public comments will be 5 minutes.



BDL ADMINISTRATIVE OFFICES

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

AGENDA

1. Call to Order

2. Pledge of Allegiance

3. Roll Call / Attendance

All trustees attending virtually must state their physical location for the record.

4. Time for Public Comments

This is a time for participation from the public. Those wishing to speak should indicate their desire to do so by pressing the "Raise Hand" button in Zoom, or dialing *9 on their telephone keypad. Speakers must identify themselves for the record, and there will be a time limit of five minutes per speaker. Some questions may require research, in which case no answer may be available at this time.

5. Consent Agenda (Items A-H)

Items listed in the Consent Agenda are considered to be routine matters or items not needing further discussion. Board members should indicate now if they would like any items moved from the Consent Agenda for discussion. Approval of these items will be enacted in one motion.

- A. BDL Regular Board Meeting Minutes: July 19, 2021
- B. Bills: July 2021
- C. Financial Statements: July 2021
- D. Branch County Penal Fine Report: Not available
- E. Management Reports: August 13, 2021
- F. Branch Reports: August 13, 2021
- G. Monthly Statistical Report: July 2021
- H. Publicity and Comments: August 13, 2021

6. Approval of the Agenda

7. Personnel Committee Report: Met on August 16, 2021

8. Completion of Tuition Reimbursement Agreement

9. RFID Update

10. Branch Manager Update: Lynnell Eash, Bronson Branch Manager

11. Announcements

The next scheduled meeting of the Branch District Library Board of Trustees will be held Monday, September 20, 2021, at 5:30 pm at the Coldwater Branch Library. If it is to be held virtually or as a hybrid due to COVID, additional announcements will be made prior to the meeting.

12. Additional Public Comments

This is a time for participation from the public. Those wishing to speak should indicate their desire to do so by pressing the "Raise Hand" button in Zoom, or dialing *9 on their telephone keypad. Speakers must identify themselves for the record, and there will be a time limit of five minutes per speaker. Some questions may require research, in which case no answer may be available at this time.

13. Adjournment

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:

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(517) 278-2341
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