



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, April 17, 2023, 5:30pm

MINUTES



1. Call to Order

BDL Vice President Susan Smith called the meeting to order at 5:30 pm.

2. Pledge of Allegiance

3. Roll Call / Attendance

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

Trustees Absent: none.

Others Present: Kimberly Feltner, Christina Holibaugh, and John Rucker

4. Time for Public Comments - None.

5. Consent Agenda (Items A-H)

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

A. BDL Regular Board Meeting Minutes: March 20, 2023

B. Bills: March 2023

C. Financial Statements: March 2023

D. Branch County Penal Fine Report: February 2023

E. Management Reports: April 13, 2023

F. Branch Reports: April 13, 2023

G. Monthly Statistical Report: March 2023

H. Publicity and Comments: April 13, 2023

6. Approval of the Agenda

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

7. Report from this month's host branch: Coldwater Branch Manager, Christina Holibaugh

Christina updated the Board on recent and upcoming happenings at the Coldwater Branch including the seed library, Earth Day activities, Arab Heritage Month activities, Drop Everything and Read and the summer reading program. John shared how much they appreciate having Christina and pointed out several positive things she has done for the library.



BDL ADMINISTRATIVE OFFICES

10 E. Chicago St., Coldwater MI 49036

Tel.: 517-278-2341 • Fax: 517-278-2342

info@BranchDistrictLibrary.org

8. 2022 BDL Annual Report

John distributed and reviewed the 2022 Annual Report to those in attendance. Positive highlights included the millage renewal, curbside and mail service as well as the Little Free Library at Bronson Discount Foods. Visits were up by 48%, the Coldwater Branch received a fresh coat of paint on the exterior and the beginnings of the Bookmobile were underway! 2022 also so a 22% increase in programming, a 19% increase in circulation and a decrease of 13% in digital services.

9. Director's Evaluation Process

Ben will be sending out a copy of John's self-evaluation along with a blank evaluation to be completed by each Board member and returned to him by 4/30/23. Ben will meet with John to go over the evaluations prior to the May meeting and further discussion will be on the May agenda.

10. Announcements

The next regularly scheduled meeting of the Branch District Library Board of Trustees will be held Monday, May 15, 2023, at 5:30 pm in the meeting room of the Alganssee Branch Library.

11. Additional Public Comments - Karen Smith shared that the BDL is sponsoring a professional puppet show at the Bronson Theater on 4/29/23 at 3pm.

12. Adjournment

Motion by Karen Smith, supported by Kimberly Langworthy, to adjourn the meeting. Motion carried. The meeting was adjourned at 5:58 pm.

Respectfully Submitted,



Kimberly S. Langworthy
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 BDL Administrative Offices.