

Board of Trustees Regular Meeting  
Coldwater Branch Library  
10 E. Chicago St., Coldwater MI 49036  
Monday, September 25, 2017  
5:30 pm

## MINUTES

### 1. Call to Order

BDL President Benjamin Jewell called the meeting to order at 5:30 pm.

### 2. Pledge of Allegiance

### 3. Roll Call / Attendance

Board Members Present: Benjamin Jewell, Margaret Clemens, Marilyn Johnson, Martha Watson.

Board Members Absent: Susan Smith, Daniel Gordon, Dolores Huffman (all excused)

Others Present: Linda Lyshol, John Rucker, Kimberly Feltner, Antonia Dauster, Gina Horn, Lynnell Eash, Lisa Wood, Jessica Tefft, Laura Sachjen, Dorothy Cherry, Carole & George Bolton.

### 4. Time for Public Comments

Dorothy Cherry –

- A) I have read the minutes of the August 21, 2017 meeting, with particular attention to the Public Comments of Erica Ewers, the report of the Public Services committee proposing changes to the Plan of Service, and the motion passed by the board “to table the plan of service document until after we have a strategic plan.” I agree with all the comments made by Erica Ewers and have a few of my own. I looked on the BDL website today for any information on what is happening on strategic planning. Given Erica Ewer’s concerns and the motion passed at the August meeting, I would like to know if or when the strategic planners will be consulting with the contracting municipalities, the branch advisory boards, and the public at large, and perhaps the county board for the views of each of those entities interested in the future of the Branch District Library. I found nothing on the BDL website, but I did sign up for BDL news.
- B) I realize the latest adopted Plan of Service – dated September 16, 2013 – is on the BDL website and that proposed changes are included in the August 21, 2017 memo from the Director on the subject. I have not checked the 2 against each other word-for-word to determine each and every proposed change. I think it would be helpful if the proposed changes- whenever the BDL board or strategic planners get into this subject – be prepared in one document that shows ALL proposed wording changes – every addition, every deletion, every change – so that interested parties can register all possible concerns.
- C) I served on the BDL Board from January 1, 1999 through December 31, 2013. I served on the Plan of Service Committee of the BDL Board from 1999 through February 19, 2002, when the revised Plan of Service that had been the base for all future changes was adopted. The 2002 Plan of Service was not adopted by the 2002 Board until board members had met in person – at least once and sometimes a second time – with the

board or council of each participating branch municipality. Those meetings occurred for more than a year before the new Plan of Service was adopted. That 2002 Plan replaced the 1991 Plan adopted immediately after the Branch District Library was created. During my service on the BDL Board, I heard prior board President – Richard Sharland and John Swanson – repeatedly assure the boards of contracting branch municipalities that the BDL Board would make no changes to the Plan of Service that reduced the funds available to the branches without first consulting with the branch municipalities. As Board President, myself for about 9 years, I too made that same assurance to all contracting branch municipalities. If the current Board does not think it necessary to consult with the contracting branch municipalities before reducing the funds to which the branches have access, I think the current board should contact whoever is acting as legal counsel for the Branch District Library to determine if the current BDL Board, pursuant to its contracts with each municipality, must notify the municipalities of this change in position.

#### **5. Consent Agenda (Items A-I)**

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

- A) BDL Regular Board Meeting Minutes: August 21, 2017
- B) Bills: August 1 – August 31, 2017
- C) Financial Statements: August 2017
- D) Branch County Penal Fine Report: July 2017
- E) **\*\*\*Book Budget Information \*\*\*Moved to #7 Discussion & Action**
- F) **\*\*\*Administrative Reports: September 2017 \*\*\* Moved to #8 Discussion & Action**
- G) Branch Reports: September 2017
- H) Monthly Statistical Report: August 2017
- I) Publicity and Comments: August 2017

END OF CONSENT AGENDA

#### **6. Approval of the Agenda**

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

- 7. **\*\*\* Book Budget: Discussion \*\*\*Moved from 5.E - Consent Agenda**
- 8. **\*\*\*Administrative Reports: Discussion \*\*\*Moved from 5.F - Consent Agenda**
- 9. **HHR Policy: Motion made by Watson, supported by Clemens, to table the HHR Policy until next month, with nothing being taken out of the room until next month. Motion carried.**

#### **10. Building Committee: Met September 8, 2017**

**Motion by Watson, supported by Jewell, to approve the recommendation of the Building Committee, to pay the amount requested by the city, not to exceed 12,750, to repair the foundation and the front steps. Motion carried.**

#### **11. Bills: July 1 – July 31, 2017**

**Motion made by Watson, supported by Jewell, to approve the bills of July 1 – July**

**31, 2017. Motion carried.****12.Capital Requests**

**Motion by Watson, supported by Jewell, to approve the Capital request for a total of \$27,250 from the Future Automation Fund, as submitted. Motion carried.**

**Motion made by Jewell, supported by Watson, to approve the Capital IT request, of \$40,000 to replace computers and purchase a Crayon Kiosk for each branch, as outlined in the report. Motion carried.**

**13.Finance Committee: Met September 13, 2017**

Jewell reports – The capital fund is not changing. However, we would like to consider a different approach to the Capital Fund. Capital money would be pooled together and all request for Capital expenses would still go to the board. This is just something we have talked about and want to start considering the possibility.

**14.Announcements**

Marilyn Johnson would like herself and Sue Smith to be paid for the meeting at the Alganssee branch that was cancelled due to lack of a quorum. **Motion by Watson, supported by Jewell to pay Sue Smith and Marilyn Johnson the per diem for the meeting that was cancelled at the Alganssee branch. Motion carried.**

The next scheduled meeting of the Branch District Library Board of Trustees will be held Monday, October 16, 2017, at 5:30 pm at the Alganssee Branch Library.

**15.Additional Public Comments**

None.

**16.Adjournment**

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  
(517) 278-2341  
[secretary@BranchDistrictLibrary.org](mailto:secretary@BranchDistrictLibrary.org)