

**Approved  
9/21/2020**

Board of Trustees Regular Meeting  
Conducted Virtually on Zoom/YouTube Due to the Coronavirus  
10 E Chicago Street, Coldwater, MI 49036  
Monday, August 17, 2020  
5:30 pm

## MINUTES

*NOTE: In accordance with Michigan Governor Gretchen Whitmer's Executive Order 2020-154, designed to help prevent the spread of the COVID-19 virus by allowing public bodies subject to the Open Meetings Act to use telephone or video conferencing technology to meet and conduct business, the Branch District Library Board of Trustees live streamed this meeting via Zoom and YouTube. Instructions were provided in the meeting notice for how the public could watch or listen to the meeting and provide public comment. All votes taken during the meeting were done by roll call.*

**1. Call to Order**

BDL President Ben Jewell called the meeting to order at 5:42 pm.

**2. Pledge of Allegiance**

**3. Roll Call / Attendance**

Board Members Present: Ben Jewell, Martha Watson, Susan Brooks, Kim Langworthy, and Sue Smith.

Board Members Absent/Excused: Karen Smith & Tom Lowande

Others Present: Staff members John Rucker, Kimberly Feltner, Jessica Tefft, Keeley Briggs, Lynnell Eash, Lisa Wood, and Julie Baratta.

**4. Public Comments.** None.

**5. Consent Agenda (Items A-H)**

Motion by Martha Watson, supported by Sue Smith, to approve the Consent Agenda and place the items within on file. By roll call vote, the motion carried unanimously.

- A) BDL Regular Meeting Minutes: July 20, 2020
- B) Bills: July 2020
- C) Financial Statements: July 2020
- D) Branch County Penal Fine Report: not yet available
- E) Management Reports: August 14, 2020
- F) Branch Reports: August 14, 2020
- G) Monthly Statistical Report: July 2020
- H) Publicity and Comments: August 14, 2020

**6. Approval of the Agenda**

Motion by Susie Brooks, supported by Kim Langworthy, to approve the Agenda as presented. By roll call vote, the motion carried unanimously.

**7. COVID-19 Update**

There was a brief discussion of how the BDL and staff are doing. Numbers are generally down over the same period in 2019, but that is to be expected. There has been good mask compliance from patrons. The

Alganssee Branch is the only branch which, so far, has had to make patrons wait for someone to leave before they could enter because of the size of the branch. Programming is on a break right now while staff gear up for beginning it again in a few weeks. Several video programs are already in the pipeline. Director Rucker and Board President Jewell explained that we do not anticipate any serious budget issues related to the economy during this pandemic. In fact, we might see an increase in revenues from property taxes because the current market is favoring buyers. It was good to see and hear from several of the branch managers since the Board has missed out on our annual meetings at each branch. Staff were praised for their great work during the last several months.

**8. Announcements**

The next regularly scheduled meeting of the Branch District Library Board of Trustees will be held Monday, September 21, 2020, at 5:30 pm, at the Alganssee Branch Library at 580-B S Ray Quincy Rd., Quincy, MI 49082. If that changes due to the coronavirus, we will make additional public announcements.

**9. Additional Public Comments.** None.

**10. Adjournment**

Motion by Sue Smith, supported by Susie Brooks to adjourn the meeting. By unanimous roll call vote, the motion carried. The meeting was adjourned at approximately 6:10 pm.

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 info@BranchDistrictLibrary.org (517) 278-2341