



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
KAREN SMITH, Trustee, Bronson Twp.
[VACANT], Trustee, Union Twp.

Board of Trustees Regular Meeting
Union Twp. Branch Library, 195 N. Broadway St., Union City MI 49094
Monday, May 16, 2022, 5:30pm

MINUTES



1. Call to Order

BDL President Benjamin Jewell called the meeting to order at 5:33 pm.

2. Pledge of Allegiance

3. Roll Call / Attendance

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

Trustees Absent: none

Others Present: Julie Baratta, Kimberly Feltner, John Rucker, Jessica Tefft and Joe Lynch

4. Time for Public Comments – Joe Lynch was introduced to the Board. Joe has applied to fill the Union Twp. Trustee vacancy.

5. Consent Agenda (Items A-H)

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

- A. BDL Special Board Meeting Minutes: May 2, 2022
- B. Bills: April 2022
- C. Financial Statements: April 2022
- D. Branch County Penal Fine Report: March 2022
- E. Management Reports: May 12, 2022
- F. Branch Reports: May 12, 2022
- G. Monthly Statistical Report: April 2022
- H. Publicity and Comments: May 12, 2022

6. Approval of the Agenda

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

7. Director's Evaluation

President Benjamin Jewell had forwarded John's self evaluation to the Board on March 14, 2022 asking that each trustee review and respond to him in regards to each category, as well as any additional feedback they may have. Ben indicated each trustee had responded and all replies were very favorable



BDL ADMINISTRATIVE OFFICES

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

and in agreement with John's self evaluation. Upon further review, it was noted that John's employment contract does not have an expiration date so no action was required at tonight's meeting. The Board agreed to review John's salary during our budgeting meetings later this year. Motion by Robert Hostetler supported by Karen Smith, to denote in the minutes that all trustees feel pleased with John's performance as BDL Director. Motion carried.

8. Report from this month's host branch: Lucille E. Earth Union Twp. Branch Manager Julie Baratta

Julie welcomed the Board back to in person meetings. She noted the shelving changes that had occurred as well as the change in flow of the children's area. She also noted the seed library with seed packets donated by Joe Lynch from Fortunate Farms as well as the gardening resource list. She also shared information on the Vox books and informed that a candidate for the vacant clerk position had been interviewed this morning. Information was also provided on the break in that occurred over the weekend in which \$25 and some candy were stolen. The broken window is the responsibility of the township though they may request BDL share some cost. Ben shared information in regards to a victim's impact statement and asked that in addition to the \$25 stolen, any staff time involved with dealing with the incident be included for restitution.

9. Announcements

The next regularly scheduled meeting of the Branch District Library Board of Trustees will be held Monday, June 20, 2022, at 5:30 pm at the Sherwood Branch Library.

10. Additional Public Comments - None.

11. Adjournment

Motion by Susan Smith, supported by Kimberly Langworthy, to adjourn the meeting. Motion carried. The meeting was adjourned at 6:02 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.