



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, October 17, 2022, 5:30pm

MINUTES



1. Call to Order

BDL President Benjamin Jewell called the meeting to order at 5:31 pm.

2. Pledge of Allegiance

3. Roll Call / Attendance

Trustees Present: Benjamin Jewell (President), Susan Smith (Vice President), Kimberly Langworthy (Secretary), Susan Brooks, Robert Hostetler, Joseph Lynch and Karen Smith

Trustees Absent: none.

Others Present: Kimberly Feltner, Jessica Tefft and Christina Holibaugh

4. Time for Public Comments - Jessica thanked the Board for their approval at last month's meeting to close the Coldwater Branch from 12pm until 4pm on 10/8/22 to allow for adequate preparation for "Family Fright Night". It was a very successful event, with nearly 500 in attendance!

5. Consent Agenda (Items A-H)

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

- A. BDL Regular Board Meeting Minutes: September 19, 2022
- B. Bills: September 2022
- C. Financial Statements: September 2022
- D. Branch County Penal Fine Report: August 2022
- E. Management Reports: October 13, 2022
- F. Branch Reports: October 13, 2022
- G. Monthly Statistical Report: September 2022
- H. Publicity and Comments: October 13, 2022

6. Approval of the Agenda

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

7. Budget Hearing: First Reading of the 2023 Operating and Special Revenues Budgets

John presented the Board with Draft 10/17-A of the 2023 Budget. A brief explanation of each page was provided to the group, including revenues and expenditures, fund balances, detailed expenditures and



BDL ADMINISTRATIVE OFFICES

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general fund narratives. The Board requested that John update the budget document to a recommended 6.5% COLA increase while making no changes to insurance deductibles, education reimbursement or FTE numbers. The updated budget will be made available on the library website and in person at all branches beginning 10/18/22. No action needed at this time.

8. Purchasing Requests

Motion by Susan Smith supported by Karen Smith, to approve up to \$13,000 from the A. Barnett fund to replace the existing railing at the Bronson Branch so that it reaches the parking lot and to add railing on the accessible ramp. Motion carried.

Motion by Karen Smith supported by Susan Smith, to approve \$8,250 from the operating budget to replace the current software with mConsole by Sanilac Computer Products. Motion carried.

9. Annual Donation Letter

Motion by Susan Smith supported by Susan Brooks to approve the annual donation letter as presented. Motion carried.

10. Announcements

The next regularly scheduled meeting of the Branch District Library Board of Trustees will be held Monday, November 21, 2022, at 5:30 pm in the meeting room of the Coldwater Branch Library.

11. Additional Public Comments - None.

12. Adjournment

Motion by Karen Smith, supported by Susan Smith, to adjourn the meeting. Motion carried. The meeting was adjourned at 6:44 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.