



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 20, 2025, 5:30pm

MINUTES

1. Call to Order

BDL Secretary Kimberly Langworthy called the meeting to order at 5:34 pm.

2. Pledge of Allegiance

3. Roll Call /Attendance

Trustees Present: Susan Brooks, Robert Hostetler, Benjamin Jewell, Kimberly Langworthy, Joseph Lynch, Karen Smith (left prior to item 7 vote)

Trustees Absent: Susan Smith, excused

Others Present: Kimberly Feltner, Christina Holibaugh, John Rucker, Jessica Tefft

4. Consent Agenda

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

- A. BDL Regular Board Meeting Minutes: September 15, 2025
- B. Bills: September 2025
- C. Financial Statements: September 2025
- D. Branch County Penal Fine Report: August 2025
- E. Branch County Penal Fine Report: September 2025
- F. Management Reports: October 16, 2025
- G. Branch Reports: October 16, 2025
- H. Monthly Statistical Report: September 2025
- I. Publicity and Comments: October 15, 2025

5. Approval of the Agenda

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

6. Budget Hearing: First Reading of the 2025 Operating and Special Revenues Budgets

John presented the Board with the 2026 Budget draft noting that page 3 has no mention of an Administration Building purchase following the recommendation of the Finance Committee. It was also noted that the Assigned General Fund Balance for Special Projects (page 8) will be changed from a \$77,000 projected 2026 expenditure to \$90,000 to include a split HVAC for Christina's office and some updates to the staff break room as recommended by the Building Committee.

APPROVED
NOVEMBER 17, 2025



BDL ADMINISTRATIVE OFFICES
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BDL will provide necessary and reasonable auxiliary aids and services, such as signers for the hearing impaired and audio recordings of printed materials being considered at the meeting, to individuals with disabilities upon one week's notice by writing or calling the BDL Administrative Offices.

7. Compliance with PA 152 of 2011

Motion by Benjamin Jewell, supported by Kimberly Langworthy, to remain with the complete opt-out of the PA 152. Roll call vote: Brooks, yea; Hostetler, yea; Jewell, yea; Langworthy, yea; Lynch, yea. Yeas 5, Nays 0. Motion carried.

8. Purchasing Requests

Motion by Benjamin Jewell, supported by Susan Brooks, to approve using \$10,126.49 from the operating budget to pay for the Coldwater Branch's 10 year elevator maintenance. Motion carried.

Motion by Kimberly Langworthy, supported by Joseph Lynch, to approve using \$4,500.00 from the Morton Trust from the Special Revenues Fund to have new shelving units built to match the existing Algonsee library shelves. Motion carried.

Motion by Kimberly Langworthy, supported by Susan Brooks, to approve using up to the remaining balance from the Morton Trust from the Special Revenues Fund to cover final moving costs for the Algonsee Branch Library. Motion carried.

9. Library Board Meeting Dates for 2026

Motion by Kimberly Langworthy, supported by Joseph Lynch, to approve the 2026 Library Board meeting dates as presented with the exception of changing 12/21/26 to 12/14/26. Motion carried.

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

The Coldwater Branch was turned into a pirate ship theme for this year's Family Fright Night. Last month saw some fun all-age programs like the Hollywood and Broadway Museum. Another fall program was Soarin' Hawk Raptor rehab in which John's office was turned into a nesting room for the evening; that program had 50 plus in attendance! Coming up this Thursday is a field trip from Max Larsen Elementary with all grades (over 250 kids) visiting the fire station, police station and library from 9a-noon.

11. Announcements

The next regularly scheduled meeting of the Branch District Library Board of Trustees will be held Monday, November 17, 2025, at 5:30 pm in the meeting room of the Coldwater Branch Library.

12. Public Comments – Kimberly Feltner noted that the parking lot will be closed to traffic 10/27-10/28/25 as the sidewalk is being replaced. John noted the days' Amazon outage had resulted in many front desk calls. Lastly, former President Dorothy Cherry's husband passed away after a battle with cancer; the service will be held at Dutcher Funeral Home on 10/28/25 at 4:00pm for those wishing to attend.**13. Adjournment**

Motion by Joseph Lynch, supported by Susan Brooks, to adjourn the meeting. Motion carried. The meeting was adjourned at 6:40pm.

Respectfully Submitted,



Kimberly S. Langworthy
BDL Board Secretary