



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
STEPHANIE CALHOUN, Trustee, Union Twp.
KAREN SMITH, Trustee, Bronson Twp.

**Board of Trustees Regular Meeting
Coldwater Branch Library, 10 E. Chicago St., Coldwater MI 49036
Monday, March 16, 2026, 5:30pm**

MINUTES

**APPROVED
APRIL 20, 2026**

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

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

Trustees Absent: Susan Smith (excused)

Others Present: Kimberly Feltner, John Rucker, Jessica Tefft

4. Consent Agenda

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

- A. BDL Regular Board Meeting Minutes: February 23, 2026
- B. Bills: February 2026
- C. Financial Statements: February 2026
- D. Branch County Penal Fine Report: not yet available
- E. Management Reports: March 13, 2026
- F. Branch Reports: March 13, 2026
- G. Monthly Statistical Report: February 2026
- H. Publicity and Comments: March 13, 2026

5. Approval of the Agenda

Motion by Stephanie Calhoun, supported by Karen Smith, to approve the Agenda with the addition of item 6a, Litigation. Motion carried.

6. MERS Defined Contribution Plan

Motion by Karen Smith, supported by Stephanie Calhoun, to adopt the MERS Defined Contribution Plan in accordance with Plan Section 4 for its eligible employees as described in the MERS Defined Contribution Adoption Agreement, subject to the MERS Plan Document and as authorized by 1996 PA 220, as both may be amended. Motion carried.



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.

Motion by Stephanie Calhoun, supported by Susan Brooks, to allow a "look back" match of up to 3% of gross wages for participating employees from 1/1/26 to the start of automatic payroll matches. Motion carried.

6a. Potential Litigation

BDL received notification of litigation from a patron whom has brought forward litigation previously. The notice was hand written by the patron and delivered via regular mail. John will be forwarding to BDL's insurance carrier tomorrow. No action required.

7. Annual Report

John presented to those present the BDL annual report for 2025 which highlighted many positive changes across the branches, positive feedback from patrons, interesting statistics and a review in pictures. No action required.

8. Announcements

The next regularly scheduled meeting of the Branch District Library Board of Trustees will be held Monday, April 20, 2026, at 5:30 pm in the meeting room of the Coldwater Branch Library.

9. Public Comments - None.

10. Adjournment

Motion by Karen Smith, supported by Kimberly Langworthy, to adjourn the meeting. Motion carried. The meeting was adjourned at 6:04 pm.

Respectfully Submitted,



**Kimberly S. Langworthy
BDL Board Secretary**