

Board of Trustees Regular Meeting  
Coldwater Branch Library  
10 E. Chicago St., Coldwater MI 49036  
Monday, February 16, 2015  
5:30 pm

## MINUTES

### 1. Call to Order

BDL President Martha Watson called the meeting to order at 5:30 pm.

### 2. Pledge of Allegiance

### 3. Roll Call / Attendance

Board Members Present: Erica Ewers, Daniel Gordon, Benjamin Jewell, Marilyn Johnson, Susan Smith, Martha Watson.

Board Members Absent: Lewis Uhrig (excused)

Others Present: Tim Taylor, Lynnell Eash, Jeanne Berg, Melanie Earley, John Rucker, Evette Atkin, Gina Horn

### 4. Time for Public Comments

None.

### 5. Consent Agenda (Items A-O)

**Motion made by Gordon, supported by Watson, to approve the Consent Agenda as written and place the items within on file. Motion carried.**

A) BDL Regular Board Meeting Minutes: January 12, 2015

B) CPL Regular Board Meeting Minutes: February 9, 2015

C) Financial Statements: Fourth Quarter 2014

D) Financial Statements: January 2015

\*\* Branch County Penal Fine Report: not available

E) Branch Reports: February 11, 2015

F) Coldwater Kids' Place Report: February 2015

G) Coldwater Adult Programming Report: February 2015

H) Systems Librarian Report\*: February 10, 2015

\* The Systems Librarian continues to monitor and assure compliance with the Children's Internet Protection Act.

I) Monthly Statistical Report: January 2015

J) Book Budget: December 2014

K) Book Budget: January 2015

L) Capital Projects: December 2014

M) Capital Projects: January 2015

- N) Newspaper Coverage: February 11, 2015
- O) Patron Comments: February 11, 2015

END OF CONSENT AGENDA

**6. Approval of the Agenda**

**Motion made by Smith, supported by Gordon, to approve the Agenda as written. Motion carried.**

**7. 2014 Audit Report: Motion by Ewers supported by Watson to approve the 2014 Audit. Motion carried.**

**8. Bills: January 23, January 27, February 1, and February 6, 2015**

**Motion made by Gordon, supported by Jewell, to approve the bills of January 23, January 27, February 1, and February 6, 2015. Motion carried.**

**9. Capital Requests: Quincy Branch**

**Motion made by Watson, supported by Gordon, to approve the Quincy Branch Capital request for Demco Acrylic displays for magazine, newspapers and books for a total of \$364.88. Motion carried.**

**10. Contract for Head of Public Services: Motion by Watson, supported by Jewell, to approve the contract for the Head of Public Services. Motion carried.**

**11. Bank Account Update: All accounts are updated with new signers. Motion made by Jewell, supported by Watson, to authorize a Live Scan and credit check for the bookkeeper candidate. Motion carried. Motion by Watson, supported by Jewell, to keep the CD at Century Bank & Trust, and roll it into a Money Market Account. Motion carried.**

**12. Director's Report: February 13, 2015 Motion by Gordon, supported by Watson, to approve the purchase of AED devices (Automated External Defibrillator) for each branch. Motion carried.**

Placed on file.

**13. Announcements**

The next scheduled meeting of the Branch District Library Board of Trustees will be held Monday, March 16, 2015, at 5:30 pm in the meeting room of the Coldwater Branch Library. Committee meetings need to be tracked, so please let Gina Horn know dates and attendance at all committee meetings.

**14. Additional Public Comments**

None.

**15. Motion to adjourn by Watson, supported by Jewell. Meeting adjourned at 6:34**

Respectfully Submitted,

**Marilyn Johnson**  
**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  
(517) 278-2341  
[secretary@BranchDistrictLibrary.org](mailto:secretary@BranchDistrictLibrary.org)