



10 E. Chicago St. Coldwater MI 49036

text  
**Coldwater Public  
Library**

CAROLE BOLTON, President  
KELLI NANTZ, Secretary  
LORI LOVEBERRY  
RALPH STEVENS  
JAMES TROUST

Approved  
December 14, 2015

Advisory Board Regular Meeting  
10 E. Chicago St., Coldwater MI 49036  
Monday, November 9, 2015  
4:00 PM

**Minutes**

President Bolton called the meeting of the Coldwater Public Library Board of Directors to order at 4:00 p.m.

**PLEDGE OF ALLEGIANCE**

**Attendance**

Carole Bolton, CPL Board President; James Troust; Ralph Stevens; Kelli Nantz; Lori Loveberry, John Rucker; Bonnie Sherman; Gina Horn.

**ABSENT**

Lori Loveberry

**Approval of the Agenda**

**Motion by Troust, supported by Stevens, to accept the CPL agenda as presented. Motion carried.**

**Approval of the Minutes**

**Motion by Stevens, supported by Troust, to approve the minutes of October 12, 2015 as submitted. Motion carried.**

**CORRESPONDENCE**

None

**FINANCES**

1. Listing of Revenues: October 2015
2. Statement of Cash Flow: March 2015 Discussion. **Motion by Stevens, supported by Troust, to accept the listing of revenues and statement of cash flow. Motion carried.**

**PENDING BUSINESS**

None

**NEW BUSINESS**

1. Heritage Room Report: Sherman
  1. The Heritage room had 15 internet requests, 34 phone requests and 25 visitors.
  2. We sent a map of the railroad to the Sedalia Library in Kansas.
2. Director's Report: Rucker.
  1. Still working on the final touches for the Book Scanner that was purchased with the Renshaw Memorial Donations.

2. The elevator is due to be replaced and will be down from the first week of December through New Year's Eve.
3. We have posted openings at the Coldwater branch and have interviewed 4 people for the positions.
4. The library had a Staff Training day for Hands only CPR and how to use the Defibrillator machines. The staff watched a training video on active shooter situations.
5. We have used Capital money to purchase a new copier. The company has donated a copier to the Holbrook Heritage Room. The library will be paying for the service contract on that machine.
6. At the last BDL Board meeting the 2016 budget was passed. The board approved having the Coldwater Branch open on Sundays for a 6 month trial basis.
7. December will be Amnesty Month. Patrons that return overdue materials will have all fines for those materials forgiven. The library will be forgive half of the fines for patrons that come in to pay them in the month of December.
8. The Firm for the Director Search has been scheduled to be here on November 18th at 3pm for a Special Meeting with the CPL Board, and meeting with the BDL Board at 5pm. Thursday, the 19th of November the Firm will be meeting with the staff at 2pm and the Friends Groups at 3:30pm.
9. The Donation Letter has been finished and mailed.
10. The District Board has made changes to the proposed lease agreement. Rucker has a meeting with Jeff Budd on Wednesday.
11. The stairs will be fixed when the carpeting guy returns from Florida

### **PATRONS CONCERNS & COMMENTS**

None

### **ADJOURNMENT**

The meeting of the Coldwater Public Library Advisory board is adjourned at 4:35 p.m.

Respectfully submitted

Kelli Nantz  
CPL Board Secretary

Gina Horn  
Recording 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)