

Board of Trustees Regular Meeting
Coldwater Branch Library
10 E. Chicago St., Coldwater MI 49036
Monday, November 20, 2017
5:30 pm

MINUTES

1. Call to Order

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

2. Pledge of Allegiance

3. Roll Call / Attendance

Board Members Present: Benjamin Jewell, Martha Watson, Margaret Clemens, Dolores Huffman.

Board Members Absent: Susan Smith, Marilyn Johnson, Dan Gordon

Others Present: Dorothy Cherry, Larua Schajen, Antonia Dauster, John Rucker, Kimberly Feltner, Jessica Tefft, Lisa Wood, Mike Lyshol, Linda Lyshol, Gina Horn.

4. Time for Public Comments

Dorothy Cherry: She expressed concern, that the Community Conversation would not produce enough information, given the age group of those attending (no young families attended). She also expressed concern that the Plan of Service was not mentioned during the meeting.

5. Consent Agenda (Items A-H)

Motion made by Watson, supported by Jewell, to move items 05.E – Administrative Reports; 05.G – Monthly statistical Report; and 05.H – Publicity and Comments, to Action and Discussion, and to approve the Consent Agenda as amended and place the items within on file. Motion carried.

A) BDL Regular Board Meeting Minutes: October 16, 2017

B) Bills: October 1 – 31, 2017

C) Financial Statements: October 2017

D) Branch County Penal Fine Report: October 2017

E) ***Administrative Reports: November 2017 ***Moved to Action & Discussion

F) Branch Reports: November 2017

G) ***Monthly Statistical Report: October 2017 ***Moved to Action & Discussion

H) ***Publicity and Comments: October/November 2017 ***Moved to Action & Discussion

END OF CONSENT AGENDA

6. Approval of the Agenda

Motion made by Watson, supported by Jewell to approve the Agenda as moving

items 5.E Administrative Reports, 5.G Monthly Statistical Report and item 5.H and adding Leave of Absence for Board Member, Daniel Gordon, and to approve the agenda as amended. Motion carried.

7. *Administrative Reports:**

Watson asked– Does the Teen Service Librarian cover other branches and if so where is the report? Tefft replies, that each branch reports on the Teen activities that she has organized for them. **Motion by Watson, supported by Jewell, to approve the Administrative Reports as submitted. Motion carried.**

8. *Monthly Statistical Report:** Watson, doesn't understand the last three columns. John Rucker, Director of Technology replied, that we have historically set up a year to year comparison. **Motion by Clemens, supported by Huffman, to approve the Monthly Statistical Report. Motion carried.**

9. *Patron Comments:** Watson commented that she is surprised that there are so many people upset about the stickers on the books. Kimberly Feltner, Director of Public Services, stated, items were being processed different ways for each branch, which cost valuable time in processing, therefore delaying the time it takes to get the books on the shelves. By making things uniform throughout the district, it allows for a smoother workflow, and allows for a faster turnover time in getting the books to the public. Also, without stickers on books, it allows for more organic browsing of materials. **Motion by Watson, supported by Jewell, to approve the Patron Comments and place it on file. Motion carried.**

10. Leave of Absence for Board Member Daniel Gordon: Motion by Jewell, supported by Watson, to extend Dan Gordon's leave for another 90 days. Motion carried.

11. First Reading of the 2018 Budget: Discussion
Motion by Huffman, supported by Clemens, to close Public Comment on the Reading of the 2018 Branch District Library Budget. Motion carried.

12. 2018 Special Revenues Budget

13. Annual Donation Letter

Motion by Watson, supported by Jewell, to approve the annual donation letter as amended. Motion carried.

14. 2018 BDL Board Meeting Dates

Motion by Watson, supported by Jewell, to approve the 2018 Board meeting dates, to include the locations for the summer meetings. Motion carried.

Alganssee – May

Bronson – June

Quincy – July

Sherwood – August

Deerth Union - September

15. Announcements

The next scheduled Special meeting of the Branch District Library Board of Trustees will be held Tuesday, November 28, 2017, at 2:00 pm in the meeting room of the Coldwater Branch Library.

16. Additional Public Comments

None.

17.Adjournment
Motion made by

Respectfully Submitted,

Martha J. Watson
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