



BENJAMIN JEWELL, President, City of Coldwater  
SUSAN SMITH, Vice President, Quincy Twp.  
MARTHA WATSON, Secretary, City of Coldwater  
SUSAN BROOKS, Trustee, County-at-Large  
KIMBERLY LANGWORTHY, Trustee, County-at-Large  
KAREN SMITH, Trustee, Bronson Twp.  
[VACANT], Vice President, Union Twp.

**Board of Trustees Regular Meeting**  
**Coldwater Branch Library, 10 E. Chicago St., Coldwater MI 49036**  
**Conducted as a Hybrid Meeting In-Person & via Zoom due to the Coronavirus**  
**Monday, December 20, 2021, 5:30pm**

In an effort designed to help prevent the spread of the coronavirus, the Branch District Library Board of Trustees is holding this meeting via an online livestream, as permitted by the [Michigan Open Meetings Act, PA 228 of 2020](#). Connection details are below, or see our [Online Meeting Guide](#) for help. Members of the public wishing to participate in the meeting have the following options:

- If you wish to view or give public comment, you can join the meeting on Zoom via the following address: <https://us02web.zoom.us/j/82569063280>.
- Indicate you wish to speak by pressing the "Raise Hand" icon in Zoom before a public comment period.
- You may also send comments to the meeting by
  - Sending an email by 4:00pm prior to the meeting to the Library Director at [director@BranchDistrictLibrary.org](mailto:director@BranchDistrictLibrary.org) or to BDL Trustees listed at [https://www.BranchDistrictLibrary.org/library\\_board](https://www.BranchDistrictLibrary.org/library_board).
  - Using our web form at [https://www.BranchDistrictLibrary.org/suggestion\\_box](https://www.BranchDistrictLibrary.org/suggestion_box).
  - Leaving a voicemail by 4:00pm prior to the meeting by calling the Library Director at **517-279-7848**.
  - Dialing **1-312-626-6799**, and entering meeting ID **825 6906 3280**. A participant ID is not required to listen. If you wish to make a comment, press **\*9** on your touchtone phone or keypad before a public comment period. When instructed, press **\*6** to unmute yourself.
- During the public comment periods, those indicating they wish to speak will be recognized. Individuals making public comments should state their name and where they live before their comment. The time limit for any individual's public comments will be 5 minutes.

## **AGENDA**

### **1. Call to Order**

### **2. Pledge of Allegiance**

### **3. Roll Call / Attendance**

All trustees attending virtually must state their physical location for the record.



**BDL ADMINISTRATIVE OFFICES**

10 E. Chicago St., Coldwater MI 49036  
Tel.: 517-278-2341 • Fax: 517-278-2342  
[info@BranchDistrictLibrary.org](mailto:info@BranchDistrictLibrary.org)

**4. Time for Public Comments**

This is a time for participation from the public. Those attending virtually wishing to speak should indicate their desire to do so by pressing the "Raise Hand" button in Zoom, or dialing \*9 on their telephone keypad. Speakers must identify themselves for the record, and there will be a time limit of five minutes per speaker. Some questions may require research, in which case no answer may be available at this time.

**5. Consent Agenda (Items A-H)**

Items listed in the Consent Agenda are considered to be routine matters or items not needing further discussion. Board members should indicate now if they would like any items moved from the Consent Agenda for discussion. Approval of these items will be enacted in one motion.

- A. BDL Regular Board Meeting Minutes: November 15, 2021
- B. Bills: November 2021
- C. Financial Statements: November 2021
- D. Branch County Penal Fine Report: October 2021
- E. Management Reports: December 17, 2021
- F. Branch Reports: December 17, 2021
- G. Monthly Statistical Report: November 2021
- H. Publicity and Comments: December 16, 2021

**6. Approval of the Agenda****7. COVID-19 Update****8. Announcements**

The next regularly scheduled meeting of the Branch District Library Board of Trustees will be held Monday, January 17, 2022, at 5:30 pm in the meeting room of the Coldwater Branch Library.

**9. Additional Public Comments**

This is a time for participation from the public. Those attending virtually wishing to speak should indicate their desire to do so by pressing the "Raise Hand" button in Zoom, or dialing \*9 on their telephone keypad. Speakers must identify themselves for the record, and there will be a time limit of five minutes per speaker. Some questions may require research, in which case no answer may be available at this time.

**10. Adjournment**

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 BDL Administrative Offices.