



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  
JOSEPH LYNCH, Trustee, Union Twp.  
KAREN SMITH, Trustee, Bronson Twp.

**Board of Trustees Regular Meeting**  
**Coldwater Branch Library, 10 E. Chicago St., Coldwater MI 49036**  
**Monday, December 15, 2025, 5:30pm**

**MINUTES**

**DRAFT**

**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: Benjamin Jewell, Susan Smith, Robert Hostetler, Joseph Lynch

Trustees Absent: Kimberly Langworthy (excused), Susan Brooks (excused), Karen Smith (excused).

Others Present: Kimberly Feltner, John Rucker, Jessica Tefft

**4. Consent Agenda**

Motion by Joseph Lynch, supported by Susan Smith, to approve the Consent Agenda and place the items within it on file. Motion carried.

A. BDL Regular Board Meeting Minutes: November 17, 2025

B. Bills: November 2025

C. Financial Statements: November 2025

D. Branch County Penal Fine Report: October 2025

E. Management Reports: December 12, 2025

F. Branch Reports: December 11, 2025

G. Monthly Statistical Report: November 2025

H. Publicity and Comments: December 11, 2025

**5. Approval of the Agenda**

Motion by Joseph Lynch, supported by Robert Hostetler, to approve the Agenda as submitted. Motion carried.

**6. Personnel Committee Report: Met December 8, 2025**

This was an informational item and no action was taken.

**7. Purchasing Requests**

A. Motion by Susan Smith, supported by Joseph Lynch, to approve the quote of \$16,828.50 from Mulder's Moving and Storage, to be paid from the unassigned fund balance. 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.*

B. Motion by Joseph Lynch, supported by Robert Hostetler, to approve the quote of \$25,511.44 from Verkada, to be paid from the unassigned fund balance. Motion carried.

**8. Algansee Branch Update**

This was an informational item and no action was taken.

**9. Joseph Lynch's Term Ending**

The Board and Library staff expressed their appreciation for Joseph's service and wished him well. No action was taken.

**10. Announcements**

The next regularly scheduled meeting of the Branch District Library Board of Trustees will be held Monday, January 19, 2026, at 5:30 pm in the meeting room of the Coldwater Branch Library.

**11. Public Comments - None.**

**12. Adjournment**

Motion by Joseph Lynch, supported by Susan Smith, to adjourn the meeting. Motion carried. The meeting was adjourned at 6:02 pm.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Kimberly S. Langworthy".

Kimberly S. Langworthy  
BDL Board Secretary