

Board of Trustees Regular Meeting  
Coldwater Branch Library  
10 E. Chicago St., Coldwater MI 49036  
Monday, July 27, 2015  
5:30 pm

## MINUTES

### 1. Call to Order

BDL President Erica Ewers 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, Lewis Uhrig, Martha Watson.

Board Members Absent:

Others Present: Evette Atkin, John Rucker, Gina Horn, Darlene Curtis, Lynnell Eash, Bonnie Sherman

### 4. Time for Public Comments

None.

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

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

- A) BDL Regular Board Meeting Minutes: June 15, 2015
- B) CPL Regular Board Meeting Minutes: June 13, 2015
- C) Financial Statements: June 2015
- D) Quarterly Branch Statements: 2<sup>nd</sup> Quarter June 30, 2015
- E) Branch County Penal Fine Report: June 2015
- F) Branch Reports: July 2, 2015
- G) Coldwater Kids' Place Report: July 2015
- H) Coldwater Adult Programming Report: July 2015
- Systems Librarian Report\*: No Report
- I) Monthly Statistical Report: June 2015
- J) Book Budget: June 2015
- K) Capital Projects: June 2015
- L) Newspaper Coverage: June & July 2015
- Patron Comments: None

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

## END OF CONSENT AGENDA

### 6. Approval of the Agenda

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

### 7. Bills: June 1, June 12 and June 26, 2015

**Motion made by Jewell, supported by Watson, to approve the bills of June 1, June 12 and June 26, 2015. Motion carried.**

### 8. Finance Committee: Met July 17, 2015:

**Motion made by Watson, supported by Smith, to approve the recommendation of updating the elevator at the Coldwater building as outlined in the Finance Committee report (to accept the bid from Otis for \$67,963 which includes the aesthetic upgrade and full maintenance plan at a rate of \$200 a month) and to take out the loan with Southern Michigan Bank & Trust in the amount of \$80,000 for 5 years at 1.39% interest and an annual fee of \$200. Uhrig voted no. Motion carried.**

### 9. Director's Report: July 24, 2015

Placed on file.

### 10. Personnel Committee: Met July 15, 2015

### 11. Director's Performance Evaluation & Contract: Watson presented the Personnel Committee report and recommendations which consisted of a composite evaluation of Evette Atkin's job performance (comprised of the individual evaluations submitted by each Board member), as well as four motions:

- **Motion made by Watson supported by Jewell to approve the the overall "unsatisfactory" composite performance evaluation. Gordon voted no. Motion carried.**
- **Motion by Watson, supported by Jewell, to terminate Ms. Atkin's employment as the Director of the Branch District Library effective at the close of business on August 28, 2015, in accord with Section 2C of her employment contract. Roll call vote: Jewell – yes; Johnson – yes; Gordon – no; Smith – no; Uhrig – no; Watson – yes; Ewers – yes. Ayes: 4, No: 3, Absent: 0. Motion carried.**
- **Motion by Watson, supported by Jewell, to immediately put Ms. Atkin on full-time paid leave for each day she would have worked beginning now and ending on her last day of employment, August 28, 2015. Motion carried.**
- **Motion by Watson, supported by Jewell, to increase the Assistant Director, John Rucker's annual salary to \$60,175 for the period of time he serves as Acting Director of the Branch District Library. Motion carried.**

### 12. Announcements

The next scheduled meeting of the Branch District Library Board of Trustees will be held Monday, August 17, 2015, at 5:30 pm at the Sherwood Branch Library.

### 13. Additional Public Comments

Uhrig questioned why nothing was done about the vandalism at the Bronson Branch as mentioned in the Branch Report. Jewell suggested to contact police for any vandalism and let them get a court order to view the video, so we are still in compliance with the Library Privacy Act.

#### 14. Adjournment

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