

Board of Trustees Regular Meeting  
Coldwater Branch Library  
10 E. Chicago St., Coldwater MI 49036  
Monday, November 21, 2016  
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, Susan Smith.

Board Members Absent: Marilyn Johnson (excused), Martha Watson (excused)

Others Present: Linda Lyshol, John Rucker, Kimberly Feltner, Gina Horn, Lynnell Eash, Lisa Wood, Darlene Curtis, Ralph Strong.

4. **Time for Public Comments**

None.

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

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

- A) BDL Regular Board Meeting Minutes: October 17, 2016
- B) Financial Statements: October 2016
- C) Branch County Penal Fine Report: September 2016
- D) Branch County Penal Fine Report: October 2016
- E) Director's Report: October 2016
- F) Assistant Director's Report: November 2016
- G) Branch Reports: October 2016
- H) Monthly Statistical Report: October 2016
- I) Book Budget: October 2016
- J) Capital Projects: October 2016
- K) Community Promotions Budget: October 2016
- L) Trust Information: October 2016
- M) Financial Information: October 2016
- N) Publicity and Comments: October 2016

END OF CONSENT AGENDA

6. **Approval of the Agenda**

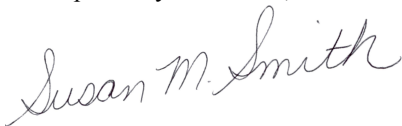
**Motion made by Jewell, supported by Smith, to approve the Agenda as written. Motion carried.**

7. **First Reading of the 2017 Operating Budget**

**Motion by Gordon, support by Smith, to close the 2017 Budget Hearing. Motion carried.**

8. **The 2017 Special Revenues Budget**  
**Motion by Gordon, supported by Jewell, to approve the 2017 Special Revenues Budget. Motion carried.**
9. **Finance Committee: Met October 21, 2016**  
Placed on file.
10. **Amending the 2016 Operating Budget**  
**Motion made by Gordon, supported by Smith, to amend the 2016 budget as presented. Motion carried.**
11. **Bills: October 1, 14, 17 and October 28, 2016**  
**Motion made by Jewell, supported by Gordon, to approve the bills of October 1, 14, 17 and October 28, 2016. Motion carried.**
12. **Building Committee: November 3, 2016**  
Ewers contacted Mr. Cline about the stairs and told him it needs to be done by the end of December.
13. **Public Services Committee: October 27, 2016**  
**Motion by Smith, supported by Gordon, to approve the Volunteer Policy as presented. Motion carried.**
14. **Personnel Committee: November 11, 2016**
15. **Donation letter**  
**Motion by Jewell, supported by Gordon, to approve the donation letter with changes. Motion carried.**
16. **2017 Board Meeting Dates**  
**Motion made by Jewell, supported by Smith, to approve the 2017 meeting dates. Motion carried.**  
**Roll call:       Yay: 4       Nay: 0       Absent: 3**
17. **Announcements**  
The next scheduled meeting of the Branch District Library Board of Trustees will be held Monday, December 19, 2016, at 5:30 pm in the meeting room of the Coldwater Branch Library.
18. **Additional Public Comments**  
None.
19. **Adjournment**  
**Motion by Smith, supported by Gordon, to adjourn the meeting. Meeting adjourned at 6:44 pm.**

Respectfully Submitted,



Sue Smith  
Acting 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