



**Branch District
Library**

www.BranchDistrictLibrary.org

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

**Board of Trustees Regular Meeting
Conducted Virtually on Zoom/YouTube Due to the Coronavirus
Monday, September 21, 2020
5:30 pm**

In accordance with Michigan Governor Gretchen Whitmer's Executive Order 2020-154, designed to help prevent the spread of the coronavirus by allowing public bodies subject to the Open Meetings Act to use telephone or video conferencing technology to meet and conduct business, the Branch District Library Board of Trustees is holding this meeting via an online livestream. Connection details are below, or see our Online Meeting Guide for help on our website.

Members of the public wishing to participate in the meeting have the following options:

- If you wish only to observe and listen:
 - We recommend you view our livestream by going to:
<https://www.BranchDistrictLibrary.org/livestream>.
 - Join the meeting on Zoom via the following address:
<https://us02web.zoom.us/j/89471491344>.
 - You may also call in on a telephone to listen to the meeting audio. Dial **1-312-626-6799**, and enter meeting ID **852-0467-5038**. A participant ID is not required to listen.

- If you wish to give public comment:
 - Join the meeting on Zoom via the following address: <https://us02web.zoom.us/j/89471491344>. Indicate you wish to speak by pressing the "Raise Hand" icon in Zoom before a public comment period.
 - Send an email by 4:00pm prior to the meeting to the Library Director at director@BranchDistrictLibrary.org.
 - Use our web form at https://www.BranchDistrictLibrary.org/suggestion_box.
 - Leave a voicemail by 4:00pm prior to the meeting by calling the Library Director at **517-279-7848**.
 - Dial **1-312-626-6799**, and enter meeting ID **852-0467-5038**. 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**4. Time for Public Comments**

This is a time for participation from the public. Those 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-I)

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: August 17, 2020
- B) Bills: August 2020
- C) Financial Statements: August 2020
- D) Branch County Penal Fine Report: June 2020
- E) Branch County Penal Fine Report: July 2020
- F) Management Reports: September 18, 2020
- G) Branch Reports: September 18, 2020
- H) Monthly Statistical Report: August 2020
- I) Publicity and Comments: September 18, 2020

END OF CONSENT AGENDA

6. Approval of the Agenda**7. Funding Request: Union Twp. Branch****8. Clarification to Employment Handbook****9. Public Services Committee: Met September 14, 2020****10. COVID-19 Update****11. Announcements**

The next scheduled meeting of the Branch District Library Board of Trustees will be held Monday, October 19, 2020, at 5:30pm at the Coldwater Branch Library. If that changes due to the coronavirus, we will make additional public announcements.

12. Additional Public Comments

This is a time for participation from the public. Those 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.

13. 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 following:

Branch District Library, 10 E. Chicago St., Coldwater, MI 49036
 (517) 278-2341
 info@BranchDistrictLibrary.org