



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

**Board of Trustees Regular Meeting**  
**Coldwater Branch Library, 10 E. Chicago St., Coldwater MI 49036**  
**Monday, January 17, 2022, 5:30pm**

**MINUTES**

**1. Call to Order**

BDL Director John Rucker called the meeting to order at 5:30 pm.

**2. Pledge of Allegiance**

**3. Roll Call / Attendance**

Trustees Present: Ben Jewell, Sue Smith, Kim Langworthy, Susie Brooks

Trustees Absent: Karen Smith (excused), Martha Watson (excused)

Others Present: John Rucker, Kimberly Feltner, Jessica Tefft, Ashley McCall

**4. Election of Officers**

Motion by Sue Smith, supported by Susie Brooks, to nominate Ben Jewell as President. There were no other nominations. Motion carried, and Ben Jewell was elected President.

Motion by Susie Brooks, supported by Kim Langworthy, to nominate Sue Smith as Vice President. There were no other nominations. Motion carried, and Sue Smith was elected Vice President.

Motion by Sue Smith, supported by Susie Brooks, to nominate Kim Langworthy as Secretary. There were no other nominations. Motion carries, and Kim Langworthy was elected Secretary.

**5. Updating Bank Signature Authorization**

Motion by Ben Jewell, supported by Susie Brooks, to remove Tom Lowande and Martha Watson from the list of authorized signers, and to add Sue Smith and Kim Langworthy to the list. Motion carried.

**6. Committee Assignments**

- Building: Jewell, Langworthy, [vacant]
- Finance: Brooks, Langworthy, K. Smith
- Personell: Brooks, Jewell, S. Smith
- Public Services: Brooks, S. Smith, [vacant]
- Ad hoc/Bylaws: Brooks, Jewell, [vacant]



**BDL ADMINISTRATIVE OFFICES**

10 E. Chicago St., Coldwater MI 49036  
Tel.: 517-278-2341 • Fax: 517-278-2342  
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**7. Time for Public Comments** - None.**8. Consent Agenda (Items A-H)**

Motion by Kim Langworthy, supported by Susie Brooks, to approve the Consent Agenda and place the items within it on file. Motion carried.

- A. BDL Regular Board Meeting Minutes: December 20, 2021
- B. Bills: *Not available until after the audit*
- C. Financial Statements: *Not available until after the audit*
- D. Branch County Penal Fine Report: November 2021
- E. Management Reports: January 13, 2022
- F. Branch Reports: January 13, 2022
- G. Monthly Statistical Report: *Not available until after the audit*
- H. Publicity and Comments: January 13, 2022

**9. Approval of the Agenda**

Motion by Sue Smith, supported by Kim Langworthy, to approve the Agenda with the addition of item #11A, "Martha Watson's Resignation". Motion carried.

**10. Purchasing Request**

Director Rucker requested to spend budgeted funds to upgrade the library's copies of Microsoft Office to the latest version. Motion by Ben Jewell, supported by Sue Smith, to approve the expenditure of \$9,112 from the operating budget for the purchase of Microsoft Office licenses. Motion carried.

**11. COVID-19 Update**

In addition to his submitted report in the packet, Director Rucker reported to the Board that there were a couple of additional uses of the Temporary COVID-19 Leave Policy since his report was written. Rucker clarified that only a small number of Detroit-area libraries were asked by MDHHS to distribute COVID tests; BDL will not be distributing any tests. And MLA reports that there is no plan from the state legislature to bring any of the Open Meetings Act amendment bills to a floor vote until after this year's federal midterm elections. This was an informational item and no action was taken.

**11 A. Resignation of Martha Watson**

President Ben Jewell informed the board of Martha Watson's email to him indicating she would be resigning from the BDL Board. The sentiment from the board was of being sad to receive this news, and that any action should be tabled until after a formal resignation was received. This was an informational item and no action was taken.

**12. Announcements**

The next regularly scheduled meeting of the Branch District Library Board of Trustees will be held Monday, February 21, 2022, at 5:30 pm in the meeting room of the Coldwater Branch Library.

**13. Additional Public Comments** - None.**14. Adjournment**

Motion by Susie Brooks, supported by Kim Langworthy, to adjourn the meeting. Motion carried. The meeting was adjourned at 5:52 pm.

Respectfully Submitted,

Kim Langworthy  
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 BDL Administrative Offices.

DRAFT