



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
Alganssee Township Hall, 378 S. Ray-Quincy Rd., Quincy MI 49082
Monday, September 15, 2025, 5:30pm

MINUTES

APPROVED
10/20/2025

1. Call to Order

BDL President Benjamin Jewell called the meeting to order at 5:32 pm.

2. Pledge of Allegiance

3. Roll Call / Attendance

Trustees Present: Robert Hostetler, Benjamin Jewell, Kimberly Langworthy, Karen Smith, Susan Smith

Trustees Absent: Susan Brooks, Joseph Lynch

Others Present: Kimberly Feltner, John Rucker, Teresa Shilling, Jessica Tefft

4. Consent Agenda

Motion by Karen Smith, supported by Kimberly Langworthy, to approve the Consent Agenda and place the items within it on file. Motion carried.

A. BDL Regular Board Meeting Minutes: August 18, 2025

B. Bills: August 2025

C. Financial Statements: August 2025

D. Branch County Penal Fine Report: July 2025

E. Management Reports: September 11, 2025

F. Branch Reports: September 11, 2025

G. Monthly Statistical Report: August 2025

H. Publicity and Comments: September 11, 2025

5. Approval of the Agenda

Motion by Susan Smith, supported by Karen Smith, to approve the Agenda with the addition of item 6A, Building Committee update. Motion carried.

6. Purchasing Request

Item was tabled as a more recent quote from Otis Elevator to complete 10 year maintenance on the elevator at the Coldwater Branch was not received in time for this meeting. No action required at this time.

6. A. Building Committee Update

Library staff along with Ben, representing the Building Committee, toured properties recently for a possible location for administrative staff. The former Trillium building seemed to be a worthwhile option but they had accepted a cash offer before any action could be taken by BDL. Another property, across from the Children's Museum, is going to be toured on Friday 9/19/25. At a minimum, there needs to be



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adequate space for support staff though additional programming space would be a bonus. This property is 3,600 square feet with a finished basement and 6 designated parking spots. No action required at this time.

7. Report from this month's host: Algansee Branch Manager, Teresa Shilling

Teresa noted great success from this year's Summer Reading Program with over 150 kids and 26 adults reaching completion. District wide there was a 50% complete rate with Algansee themselves seeing a 90% completion rate!! Many Amish have been attending programming so we may see a decrease in pictures being shared. The Friends group did over 100 backpacks this year!

8. Announcements

The next regularly scheduled meeting of the Branch District Library Board of Trustees will be held Monday, October 20, 2025, at 5:30 pm in the meeting room of the Coldwater Branch Library.

9. Public Comments - None

10. Adjournment

Motion by Karen Smith, supported by Kimberly Langworthy, to adjourn the meeting. Motion carried. The meeting was adjourned at 5:54pm.

Following adjournment the Board was provided with cookies © and asked to tour the new library location which is going to be a much larger and open space to welcome our patrons and hold programming in.

Respectfully Submitted,

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

Kimberly S. Langworthy
BDL Board Secretary