



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**  
**Coldwater Branch Library, 10 E. Chicago St., Coldwater MI 49036**  
**Monday, April 21, 2025, 5:30pm**

**MINUTES**

**DRAFT**

**1. Call to Order**

BDL President Benjamin Jewell called the meeting to order at 5:31 pm.

**2. Pledge of Allegiance**

**3. Roll Call /Attendance**

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

Trustees Absent: Susan Smith (excused)

Others Present: Kimberly Feltner, John Rucker, Jessica Tefft

**4. Consent Agenda**

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

- A. BDL Regular Board Meeting Minutes: March 17, 2025
- B. Bills: March 2025
- C. Financial Statements: March 2025
- D. Branch County Penal Fine Report: February 2025
- E. Management Reports: April 17, 2025
- F. Branch Reports: April 17, 2025
- G. Monthly Statistical Report: March 2025
- H. Publicity and Comments: April 16, 2025
- I. Letter to Coldwater City Council in Support of Streetscape Project

**5. Approval of the Agenda**

Motion by Joseph Lynch, supported by Karen Smith, to approve the Agenda as submitted. Motion carried.

**6. Draft Bookmobile Service Policy**

Motion by Karen Smith, supported by Susan Brooks, to approve the draft policy with the removal of "S" after Route on page 2. Motion carried.

**7. Panic Buttons**

Those present discussed and reviewed quotes Kimberly Feltner received for a couple of different options for panic buttons. The Board didn't feel either option offered the desired outcome (guaranteed response,



**BDL ADMINISTRATIVE OFFICES**

10 E. Chicago St., Coldwater MI 49036  
Tel.: 517-278-2341 • Fax: 517-278-2342  
info@BranchDistrictLibrary.org

*BDL will provide necessary and reasonable auxiliary aids and services, such as signers for the hearing impaired and audio recordings of printed materials being considered at the meeting, to individuals with disabilities upon one week's notice by writing or calling the BDL Administrative Offices.*

response time, etc.). Other possibilities such as an internal response system alerting other library staff were discussed. No action taken.

**8. Announcements**

The next regularly scheduled meeting of the Branch District Library Board of Trustees will be held Monday, May 19, 2025, at 5:30 pm at the Lucille E. Dearth Union Twp. 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 6:02 pm.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Kimberly S. Langworthy". The signature is written in dark ink and is positioned above the printed name and title.

Kimberly S. Langworthy  
BDL Board Secretary