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
STEPHANIE CALHOUN, Trustee, Union Twp.
KAREN SMITH, Trustee, Bronson Twp.

Board of Trustees Regular Meeting
Coldwater Branch Library, 10 E. Chicago St., Coldwater MI 49036
Monday, October 19, 2026, 5:30pm

MINUTES

DRAFT

1. **Call to Order**
   BDL President Benjamin Jewell called the meeting to order at 5:30 pm.

2. **Pledge of Allegiance**

3. **Roll Call / Attendance**
   Trustees Present: Susan Brooks, Stephanie Calhoun, Robert Hostetler, Benjamin Jewell, Kimberly Langworthy, Susan Smith
   Trustees Absent: Karen Smith (excused)
   Others Present: Kimberly Feltner, Cheryl Lawrence, John Rucker and Jessica Tefft

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

   A. BDL Regular Board Meeting Minutes: September 21, 2026
   B. Bills: September 2026
   C. Financial Statements: September 2026
   D. Branch County Penal Fine Report: September 2026
   E. Management Reports: October 15, 2026
   F. Branch Reports: October 15, 2026
   G. Monthly Statistical Report: September 2026
   H. Publicity and Comments: October 15, 2026

5. **Approval of the Agenda**
   Motion by Susan Brooks, supported by Stephanie Calhoun, to approve the Agenda. Motion carried.

6. **Budget Hearing: First Reading of the 2026 Operating and Special Revenues Budgets**
   BDL draft budgets were presented and reviewed. A revenues increase of 4.9% is projected for 2027 while a 3% increase of overall expenditures has been budgeted. Two minor typographical errors were noted, corrected and posted to the online draft during the meeting.

7. **Purchasing Requests**
   Motion by Stephanie Calhoun, supported by Susan Brooks, to approve $5,589.00 from the A. Barnett fund to install a powered entry door on the 2nd floor for access from the elevator to the library. Motion carried.

Motion by Sue Smith, supported by Kim Langworthy, to approve $11,985 from the general fund to replace 3 copiers with off-lease refurbished Kyocera models ($3,995 each). Motion carried.

8. Library Board Meeting Dates for 2027

Motion by Stephanie Calhoun, supported by Susan Brooks, to approve the 2027 Board meeting dates as presented with the December meeting occurring on the 2nd Monday (12/13/27). Roll call vote: Brooks (aye), Calhoun (aye), Hostetler (aye), Jewell (aye), Langworthy (aye) and Smith, Susan (aye). Motion carried.

9. In-Service Days for 2027

Motion by Susan Brooks, supported by Sue Smith, to approve the proposed spring and fall in-service dates as presented. Motion carried.

10. Report from This Month's Host Branch: Outreach Manager, Cheryl Lawrence

Cheryl shared that the Bookmobile has stops at four assisted living facilities as well as Pansophia Academy for which she is establishing a program for inter-generational pen pals. Guardian permissions will be obtained. She also recently attended a conference and shared some ideas she especially liked including a "late show" short story reading to incarcerated juveniles and a program of "Feed Them First" in which a kids' cooking class turned into a community garden which turned into a food pantry in Louisiana. Bronson Jr./Sr. high school has also been added as a regular stop for the Bookmobile.

11. New Catalog Demonstration

Kimberly presented an online demonstration of the new library catalog which has a go live date of 11/23/26. She will also be offering a couple of opportunities for patrons that would like a demonstration. There is a link on the BDL website for the public to try it out now.

12. Announcements

The next regularly scheduled meeting of the Branch District Library Board of Trustees will be held Monday, November 16, 2026, at 5:30 pm in the meeting room of the Coldwater Branch Library.

13. Public Comments

None

14. Adjournment

Motion by Kimberly Langworthy, supported by Stephanie Calhoun, to adjourn the meeting. Motion carried. The meeting was adjourned at 6:27pm.

Respectfully Submitted,

Kimberly S. Langworthy

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BDL Board Secretary