



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  
Quincy Branch Library, 11 N. Main St., Quincy MI 49082  
Monday, July 15, 2024, 5:30pm**

**MINUTES**



**1. Call to Order**

BDL Vice President Susan Smith called the meeting to order at 5:30 pm.

**2. Pledge of Allegiance**

**3. Roll Call / Attendance**

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

Trustees Absent: Susan Brooks (excused), Benjamin Jewell (excused)

Others Present: Kimberly Feltner, John Rucker, Sarah Strong, 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: June 17, 2024
- B. Bills: June 2024
- C. Financial Statements: June 2024
- D. Branch County Penal Fine Report: N/A
- E. Management Reports: July 11, 2024
- F. Branch Reports: July 11, 2024
- G. Monthly Statistical Report: June 2024
- H. Publicity and Comments: July 11, 2024

**5. Approval of the Agenda**

Motion by Karen Smith, supported by Kimberly Langworthy, to approve the Agenda as submitted. Motion carried.

**6. 2024 Tax Rate Request (L-4029 Form)**

Motion by Karen Smith, supported by Joseph Lynch, to approve the correction of an error made on the previously approved form. Motion carried.

**7. Purchasing Requests**

Motion by Karen Smith, supported by Kimberly Langworthy, to approve \$3,200.00 from the Glenn Barnett Memorial fund to contribute half of the construction cost for a hallway construction at the Bronson branch which enables better access to storage to the township. Motion carried.



**BDL ADMINISTRATIVE OFFICES**

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*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.*

Motion by Karen Smith supported by Robert Hostetler, to approve \$5,960.00 from the Glenn Barnett Memorial fund to replace the original mini-split air conditioner at the Bronson Branch with a new Bryant mini-split unit due to a non-repairable failure. Motion carried.

**8. Pest Control Update**

Dog visits from Orkin found that 5 of the 6 branches had bedbug "hot spots". Discussion occurred as to whether or not to continue utilizing the dogs as it is somewhat costly. The board was in agreement to continue this service and treatments as needed.

**9. Alganssee Twp. Update**

Alganssee Twp. has decided to construct a new standalone township hall and remodel the existing township hall into a space for the library. The estimate for remodeling is approximately \$90,000.00 and the township is requesting to know what BDL is willing to contribute. The Board supports an allocation of \$60,000.00 from the Assigned Fund Balance for Special Projects and reserving the \$31,705.00 in donated funds restricted for use at the Alganssee Branch to use towards fixtures, etc. after the remodel. A formal vote will take place during the BDL Budget meeting.

**10. Report from this month's host branch: Quincy Branch Manager, Sarah Strong**

Sarah stated it has been a very busy summer thus far. Recent popular activities were squirt gun painting, a quarterly craft project with clients of Adapt and a successful opening of the StoryWalk®! Patrons are also enjoying the puzzle exchange. Sarah also mentioned that two sophomore students have been volunteering and have been a great help. Upcoming events are Kids Day in the Park and Quincy Days.

**11. Announcements**

The next regularly scheduled meeting of the Branch District Library Board of Trustees will be held Monday, August 19, 2024, at 5:30 pm at the Bronson Branch Library.

**12. Public Comments** - None.

**13. Adjournment**

Motion by Joseph Lynch, supported by Karen Smith, to adjourn the meeting. Motion carried. The meeting was adjourned at 6:02 pm.

Respectfully Submitted,



Kimberly S. Langworthy  
BDL Board Secretary