

## MINUTES

### CEDAR SPRINGS PUBLIC LIBRARY REGULAR BOARD MEETING

MONDAY SEPTEMBER 28, 2015

7:00 PM MEETING

CEDAR SPRINGS PUBLIC LIBRARY  
43 W. CHERRY STREET

#### Cedar Springs Public Library Mission Statement

The mission of the Cedar Springs Public Library is to provide quality materials and services to educate, inform, teach and partner with our diverse community in an atmosphere that is welcoming and promotes lifelong learning.

#### **I. CALL TO ORDER**

Meeting called to order at 7:00 pm by Chair

#### **II. PUBLIC FORUM**

Any citizen who wishes to address the Library Board on a topic shall be recognized by the Chair and limit their comments to two minutes, unless the chairperson deems otherwise.

Public comment made concerning Board making sure they speak out during the meeting.  
No written comments submitted

#### **III. APPROVAL OF THE AGENDA**

**Motion:** "Approve agenda" made by Babcock second by Phillips  
Motion carried by voice vote

#### **IV. CONSENT AGENDA**

- A. Approval of the minutes of the Board meeting of July 27, 2015
- B. Approval of the minutes of the Special Board meeting of August 20, 2015
- C. Approval of the Financial Report of July 2015 and August 2015

**Motion:** "Approve consent agenda" made by Owen second by Babcock  
Motion carried by voice vote.

#### **V. COMMITTEE REPORTS**

- A. Personnel Committee – None
- B. Policy Committee – None
- C. Bylaw Committee – None
- D. Technology Committee – None
- E. Finance Committee –Financial report for August and September fundraising  
Discussed the findings of the credit card program search and how funds are coming in from donors who had not pledged at the fundraiser. Many of the pledges have already been fulfilled. Momentum continues to building. Approx. \$45,210.00 donated with approx. \$32,495.00 pledges still to be fulfilled.

**VI. DIRECTOR'S REPORT**

Read to ride program doing great. Awning is back up. Parade Banner to printer. During Red Flannel Day will hand out pledge cards. Partnering with American Legion to bring a speaker program by author Teresa Irish to town, October 22, 2015. New employee started September 16. Name is Heidi Fifield.

**VII. UNFINISHED BUSINESS**

- A. Recommendation concerning use of debit/credit cards

**Motion:** "Table this item until next meeting October 26, 2015" made by Powell second by Owen.

Motion carried by voice vote.

- B. Elevation plans review and possible approval

**Motion:** "Table this item until next meeting October 26, 2015" made by Ellick second by Phillips

Motion carried by voice vote.

**VIII. NEW BUSINESS**

- A. Meeting schedule for Board and committees

Chairs of the standing committees will have meeting dates to Clark for posting. Bylaw change will be available for next meeting concerning Board meeting dates.

- B. Flowers for bereavements

No public money is allowed to be used. Voluntary personal donations may be collected only.

- C. Change the meeting location

**Motion:** "Change Board meeting to Solon Township Hall" made by Babcock second by Ellick.

Motion not carried. Ayes 2, Nays 5

- D. City agreement for Library to Build on City property

Chair appointed Owen and Phillips to review the contract, gather questions from Board members, speak with City concerning the questions and report back to the Board for the October 26, 2015 meeting.

**IX. AGENDA ITEMS FOR MONDAY OCTOBER 26, 2015 MEETING**

- A. Credit card payment acceptance program  
B. Review of elevation plans  
C. Bylaw changes for meetings  
D. City/Library contract to build

**X. BOARD COMMENT**

Chair would like to thank everyone for their effort and support in all they do for the Library.

Babcock informed Board of grant-writing classes by GVSU if anyone could attend.

**XI. ADJOURNMENT**

Motion: "Adjourn meeting" made by Alber second by Owen

Motion carried by voice vote

Meeting adjourned 8:00 pm

Next regular meeting scheduled for Monday, October 26, 2015, 7PM at the Library

Approved by Board at the October 26, 2015 regular meeting

Signed Board Secretary Owen

