

MINUTES

**CEDAR SPRINGS PUBLIC LIBRARY
REGULAR BOARD MEETING**

MONDAY, FEBRUARY 24, 2014

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 which fulfill the educational, informational, cultural and recreational needs of our diverse community in an atmosphere that is welcoming and promotes lifelong learning.

I. CALL TO ORDER

Meeting called to order at 7 pm by chair.

II. ROLL CALL

EARLA ALBER - Chair present
VICKY BABCOCK - Vice-Chair present
KATHY BREMMER – Trustee present
BOB ELLICK – Trustee present
TONY OWEN – Secretary present
DANIELLE PHILLIPS– Trustee present
BECKY POWELL- Treasurer present

Quorum is present

III. APPROVAL OF THE AGENDA

Motion: “Approve agenda” made by Owen second by Babcock.
Motion carried by voice vote

IV. PUBLIC FORUM

Any citizen who wishes to address the Library Board on a topic **not** on the agenda shall be recognized by the Chair and limit their comments to two minutes, unless the chairperson deems otherwise.

Any citizen who wishes to speak on a topic already on the **approved** agenda will respectfully request to do so during the time of discussion of that agenda item, be recognized by the Chair, and limit your comments to two minutes, unless the chairperson deems otherwise.

No written comments submitted nor oral comments made.

V CONSENT AGENDA

- A. Approval of the Minutes of the Board meeting of January 27, 2014
- B. Approval of Treasurer's Report of January 27, 2014

Motion: "Accept Consent Agenda" made by Owen second by Ellick
Motion carried by voice vote

VI. CORRESPONDENCE

- 1) Lakeland Library Notice on Policy Changes

VII. COMMITTEE REPORTS

- A. Personnel Committee – None
- B. Policy Committee – Job Description recommendations
Committee provided recommendations on new job descriptions and pay scales.
Referred to Personnel committee and Finance Committee.
- C. Bylaw Committee –None
- D. Technology Committee – None
- E. Finance Committee –meeting update- None
- F. Building Committee –meeting update
Board discussed possible revision of building plans, options to consider, and discussed an overall possible vision. Referred the plans and thoughts to the building committee for their review. Next meeting of Building Committee is the 4th Tuesday of each month at the Solon Township Hall. Chair commented that any revision suggestions or ideas must go to the building committee first for consideration before anything comes to Board.

VIII. UNFINISHED BUSINESS

- A. Strategic plan review
Chair assigned Phillips, Owen and Clark to review plan and bring recommendation back to the Board.
- B. Directors evaluation
Personnel Committee will forward to each Board member a blank form to fill out for review of director and send back to Committee. Evaluation will be conducted at April Board meeting.
- C. Website review

Motion: "To hire Creative Solutions to maintain website for no more than \$1500.00 dollars" made by Ellick second by Owen.
Roll Call Vote: Ayes-Alber, Babcock, Bremmer, Ellick, Owen, Phillips, Powell:
Nays-0
Motion carried

- D. 2014 Rural Librarian Conference
Conference in Mackinac Island request withdrawn

IX. NEW BUSINESS

- A. Trustee Membership in Friends of Michigan Library membership.
Tabled for March meeting

X. DIRECTOR'S REPORT

The Director reported that the Library's 16th Annual Library Card Drive wraps up with a "March is Reading Month" celebration at the Kent Theatre, March 3 & 4, where all area first graders are invited to attend a popular children's movie for free. A library card gets

them free popcorn, as well. She was also just contacted by 4th grade teacher, Dawn Nielsen, asking to choose the Cedar Springs Library again as the recipient of all proceeds raised by 4th graders as they celebrate Reading Month with a Read-a-thon. All students who get sponsors for \$35 or more will be 'gifted' with a Red Hawk Beanie Baby by the Library.

XI AGENDA ITEMS FOR MARCH 24th MEETING

- A. Lakeland Coop Policy Change
- B. Friends of Michigan Library Membership
- C. Strategic Plan

XI. INFORMATIONAL ONLY

No information

XII. BOARD COMMENT

Chair appreciated the discussion on the plans for the new Library Building. Reminds everyone that any recommendations or ideas need to go to the building committee first for their consideration as they are tasked with the job of bringing together all the ideas and comments into one plan.

XIII. ADJOURNMENT

Motion: "Adjourn meeting" made by Owen second by Babcock.
Motion carried by voice vote.
Meeting ended 9.10 pm

Next regular meeting scheduled for Monday March 24, 2014, 7PM at the Library

Approved by Board on March 24, 2014

Submitted by Secretary Owen

