

MINUTES

**CEDAR SPRINGS PUBLIC LIBRARY
REGULAR BOARD MEETING**

MONDAY, MARCH 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 7:00 pm

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-Absent w/notification

Quorum is present

III. APPROVAL OF THE AGENDA

Motion: “Approve agenda” made by Babcock second by Bremmer
Motion approved 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 oral or written comments made or submitted.

V CONSENT AGENDA

- A. Approval of the Minutes of the Board meeting of February 24, 2014
- B. Approval of Treasurer's Report of February 24, 2014

Motion: "Accept consent agenda" made by Owen second by Babcock
Motion passed by voice vote.

VI. CORRESPONDENCE

- 1) Reinhardt Library Trust Grant received.
Reinhardt Grant amount was \$6,670. Director reported expenditures, leaving \$3,300.83 for other purchases and permission by letter for the Library to use the remaining funds in a manner most beneficial for "updating the library."

VII. COMMITTEE REPORTS

- A. Personnel Committee – Job Description recommendations
Committee is going to meet one more time before submitting recommendation to Board.
- B. Policy Committee – None
- C. Bylaw Committee –None
- D. Technology Committee – None
- E. Finance Committee –meeting update/ Pay scales recommendation
Budget for 2014-2015 will be emailed to Board members for review and consideration next meeting
- F. Building Committee –Feb 25, 2014 meeting update
Meeting minutes were emailed out to Board. Next meeting will be considering possible dollar amounts and operating costs.

VIII. UNFINISHED BUSINESS

- A. Strategic plan review
Chair assigned committee to meet and bring a recommendation back to Board.
Motion: "Table item until next meeting" made by Owen second by Bremmer.
Motion carried by voice vote
- B. Directors evaluation
Evaluation forms have been sent to Board members to be returned to Bremmer as soon as possible. Evaluation will be April 28, 2014 meeting. Director Clark formally requested a closed session for the evaluation.
- C. Website review
Mock ups have been made and are found to be much easier to use than current website.
- D. Lakeland Library Policy Change Acceptance

Motion: "Accept Lakeland Library Policy Changes" made by Owen second by Babcock.
Motion carried by voice vote.
Chair and Secretary signed Policy to be returned to Lakeland.

IX. NEW BUSINESS

A. Directors evaluation

Place at end of next meeting's agenda so as not to inconvenience public attending meeting.

X. DIRECTOR'S REPORT

Friends has made a generous donation of 200.00 dollars for summer reading program and will be supplying appreciation gifts at Christmas.

Lions are generously donating 300.00 dollars to the summer reading program.

XI. AGENDA ITEMS FOR APRIL 28th MEETING

A. Board workshop at 6:15 pm on Trustee Books

B. Directors Evaluation session

C. Financial Budget

D. Job Descriptions

E. Pay Scale

F. Strategic Plan

XI. INFORMATIONAL ONLY

Nothing to report

XII. BOARD COMMENT

Chair has a meeting with the City of Cedar Springs on property issues. Chair will report to Board next meeting.

XIII. ADJOURNMENT

Motion: "Adjourn meeting" made by Babcock second by Phillips.

Motion carried by voice vote

Meeting adjourned 7:45 pm

Next regular meeting scheduled for Monday April 28, 2014, 7PM at the Library

Approved by Board on April 28, 2014

Submitted by Secretary Owen

