

MINUTES

**CEDAR SPRINGS PUBLIC LIBRARY
REGULAR BOARD MEETING**

MONDAY, JANUARY 27, 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 was 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 Absent with notification
TONY OWEN – Secretary-present
DANIELLE PHILLIPS– Trustee-present
BECKY POWELL- Treasurer-present

III. APPROVAL OF THE AGENDA

MOTION: “Accept 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 oral or written comments

V CONSENT AGENDA

- A. Approval of the Minutes of the Board meeting of November 25, 2013
- B. Approval of Treasurer's Report of November 25, 2013

MOTION: "Accept consent Agenda" made by Babcock second by Owen
Motion carried by voice vote.

VI. CORRESPONDENCE

No correspondence.

VII. COMMITTEE REPORTS

- A. Personnel Committee – None
- B. Policy Committee – Job Description recommendations
Job descriptions are completed and will be sent to the personnel committee for their review and final submission to Board for action. Schedule of recommended wages will also be submitted.
- C. Bylaw Committee –None
- D. Technology Committee – None
- E. Finance Committee –meeting update
No meeting update to present at this time.
- F. Building Committee –meeting update
Sample drawing was submitted to full Board for their comments and input by next Board meeting.

Chair assigned Babcock and Bremmer (Chair) to Personnel Committee. Phillips was assigned to the Finance Committee.

VIII. UNFINISHED BUSINESS

- A. Bookkeeping
City has offered to continue this service for the Library at no cost.
- B. Snow removal
City has started to properly maintain snow removal around Library.
- C. Strategic plan review

MOTION: "Table item" made by Owen second by Babcock
Motion carried by voice vote.

- D. Directors evaluation
Personnel Committee will send out evaluation forms to Board to be returned as soon as possible for Committee to bring final evaluation to Board for March meeting.

IX. NEW BUSINESS

- A. Review of Library website

MOTION: "Table item" made by Babcock second by Powell.
Motion carried by voice vote.

X. DIRECTOR'S REPORT

Board did not approve Millage workshop. Board deferred approval of request for Rural Librarian Conference until Feb meeting.

XI. AGENDA ITEMS FOR FEBRUARY 24th MEETING

- A. Website review
- B. Strategic Plan
- C. Directors Evaluation
- D. 2014 Rural Librarian Conference

XII. INFORMATIONAL ONLY

Mideastern Michigan Library Cooperative Conference- Denied
2014 Rural Libraries Conference-Tabled until March Meeting

XIII. BOARD COMMENT

Babcock informed Board of meeting of fundraising March 10, 2014 7 pm at Hilltop. Board discussed some issues on finances and answered questions from new Board members.

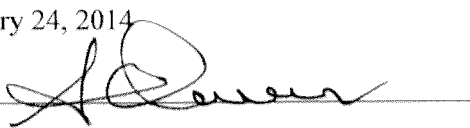
XIV. ADJOURNMENT

MOTION: "Adjourn meeting" made by Owen second by Babcock.
Motion carried by voice vote.
Meeting ended 9:00 pm

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

Approved by Board on February 24, 2014

Submitted by Secretary Owen

A handwritten signature in black ink, appearing to read "Owen", is written over a horizontal line.