

MINUTES

**CEDAR SPRINGS PUBLIC LIBRARY
REGULAR BOARD MEETING**

TUESDAY MAY 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

Called to order by Chair at 7:00 pm

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

Quorum is present

III. APPROVAL OF THE AGENDA

Motion: “Approve the Agenda with noted changes” made by Babcock second by Owen.
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.

Oral comments made: (Joanne Furhoff) concerning inside design of Library plan and about the Teen area. Recommend Board try and make sure local contractors are used if possible. Recommend the Board move to become part of KDL as speaker felt Solon Twp. wants this more. Recommend Board send out a survey with the tax bills to determine what people want.

V CONSENT AGENDA

- A. Approval of the Minutes of the Board meeting of April 28, 2014
- B. Approval of Treasurer's Report of April 28, 2014

Motion: "Accept consent agenda with change in minutes" made by Babcock second by Owen.

Motion carried by voice vote.

VI. CORRESPONDENCE

- A. Tri-County junior Eagles #4467 FOE 32 E Lake Street, Sand Lake, MI 49343

VII. COMMITTEE REPORTS

- A. Personnel Committee – Director evaluation process recommendations
Board discussed and gave direction to the Personnel Committee in establishing a recommendation for the director evaluation process.

- B. Policy Committee –
Discussed with Board meeting with Director on implementation of new job descriptions and pay scales.

- C. Bylaw Committee –None

- D. Technology Committee – None
Committee will report next month on the new company for the Patron log on program.

- E. Finance Committee –Financial Budget/ Library Fee schedule
Board reviewed fee schedule for 2014-2015.

Motion: "Accept recommendation of Finance Committee for updated fee schedule" made by Owen second by Babcock.

Motion carried by voice vote. Director to post new fee schedule for Patron information.

Financial Budget discussed and sections of Trustee manual discussed.

Powell reported on the Community Building meeting. Is in process of purchasing the Johnson Property on the west side of White Creek Trail. Have some plans in the works to put buildings on the property and is trying to bring a loop of a national trail to Cedar Springs. Trout Group will be working on improvements along the Cedar Creek with a possible boardwalk proposal.

- F. Building Committee –meeting update
McIntyre discussed various options for site plans to be considered and what building plans are being proposed. Offered 2 site plans to Board along with a building proposal. Discussed need to move to interview architect firms and engineers. Will be doing a site elevation plan for DEQ and hope to meet with them on site within the week.

Motion: "Accept building plan as presented by Building Committee which is to be sent to architect for review. Building Committee to recommend architectural firm at July 28, 2014 Board meeting for approval." Made by Powel second by Babcock. Chair requested a roll call vote.

Roll Call Vote: Ayes-6. Alber, Babcock, Bremmer, Owen, Phillips, Powell.
Nays- 0, Absent-1. Ellick
Motion carried.

Motion: "To place new Library at Main and Maple site per any DEQ specifications" made by Powell second by Babcock.
Chair requested roll call vote.

Roll Call Vote: Ayes-5. Babcock, Bremmer, Owen, Phillips, Powell. Nays-1.
Alber. Absent-1. Ellick
Motion carried.

VIII. UNFINISHED BUSINESS

A. Financial Budget-covered under Financial Committee report.

IX. NEW BUSINESS

A. None

X. DIRECTOR'S REPORT

Literacy presentation with Program report. Summer Reading program is going to be starting and all Board members are invited. Reviewed prize list and donor list with Board. Approx. \$6000.00 raised from donations and promised donations still to come in

XI. AGENDA ITEMS FOR June 23, 2014 MEETING

A. Technology Committee report
B. Finance Committee report
C. Strategic Planning Report

XI. INFORMATIONAL ONLY

None

XII. BOARD COMMENT

None

XIII. ADJOURNMENT

Motion: "Adjourn meeting" made by Owen second by Babcock.
Motion carried by voice vote.

Meeting ended at 8:45 pm

Next regular meeting scheduled for Monday June 23, 2014, 7PM at the Library

Approved by Board on June 23, 2014

Submitted by Secretary Owen

