

MINUTES

CEDAR SPRINGS PUBLIC LIBRARY REGULAR BOARD MEETING

MONDAY MARCH 23, 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 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 was called to order at 7 pm by Chair.
Present: Ellick, Owen, Powell, Hall, Babcock, Phillips
Absent: Alber.
Quorum present

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.

No oral or written public comments.

III. APPROVAL OF THE AGENDA

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

IV. CONSENT AGENDA

- A. Approval of the Minutes of the Board meeting of February 23, 2015
- B. Approval of the Financial Report of February 2015

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

V. COMMITTEE REPORTS

- A. Personnel Committee – Director Evaluation form
Babcock presented information on the evaluation process and requested the evaluation be conducted at the April 27, 2015 meeting. Clark was notified about her ability to request a closed session.
Babcock recommends approval of Staff training request
- B. Policy Committee – No report
- C. Bylaw Committee – No report
- D. Technology Committee – No report
- E. Finance Committee – Grant 70/30 recommendation

Powell recommended approval of cost for grant for technology upgrades.
Powell recommended approval of cost for Staff Training

Motion: “Approve the 30 percent match if we receive grant from the USAC.” made by Powell second by Owen.

Motion carried by voice vote

- F. Building Committee – update
Site plan was presented to Board. Board discussed next steps and what was currently in process of being worked on.

VI. DIRECTOR’S REPORT

Quilt raffle resulted in \$2500.00 and much fun for everyone. Rest of report is attached to Board packet.

VII. UNFINISHED BUSINESS

- A. Review of letter to be submitted to Meijer Foundation
Ellick was able to get a contact to send letter to. Owen working on letter.
- B. Grant committee status
Owen and Babcock reported on progress committee is making.
- C. Community Development Committee information
Check has been cut by Community Committee to pay some of site work. Copy was supplied to Treasurer for when invoice comes in. Library Board thanked Committee very much for its support.
- D. Director Evaluation form
All Board members should return the completed form to Babcock for compilation and evaluation at April 27th, 2015 meeting.

VIII. NEW BUSINESS

- A. Review of current status of new Library

Motion: “Direct Ellick to contact Architect and approve moving forward with construction plans per contract” made by Babcock second by Hall
Motion carried by voice vote.

- B. Staff training request

Motion: “Accept recommendation of Personnel Committee to allow and finance staff training at Shanty Creek. May 12. 13. 14. 2015, given by the Library of Michigan” made by Babcock second by Powell
Motion carried by voice vote

- C. Software Upgrade 70-30 match
Motion was made under Finance Committee to approve match.

IX. AGENDA ITEMS FOR APRIL 27, 2015 MEETING

- A. Review of current status of new Library
- B. Grant committee information
- C. Community Development Committee information
- D. Director Evaluation

X. BOARD COMMENT

Phillips and Powell indicate they will not be available for next meeting
Ellick made some changes in Board packet information after discussion with Board.

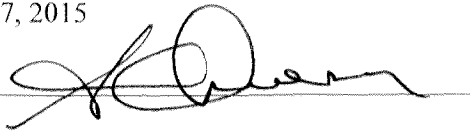
Board packet will include Agenda, draft of last Board meeting minutes, Revenue/Expense statement, and Director Report. Nothing else is to be in the packet. Website will have Agenda, draft minutes from last meeting, and minutes which were approved at last meeting
Clark will continue to provide the City of Cedar Springs and Solon Township copies of the approved meeting minutes as soon as they are available.

XI. ADJOURNMENT

Motion: "Adjourn meeting" made by Owen second by Powell.
Motion carried by voice vote
Meeting adjourned at 8:15 pm

Next regular meeting scheduled for Monday, April 27, 2015, 7PM at the Library
Approved by Board on April 27, 2015

Submitted by Secretary Owen

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