

MINUTES

CEDAR SPRINGS PUBLIC LIBRARY REGULAR BOARD MEETING

MONDAY JUNE 22, 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 called to order at 7:00 pm by Chair Ellick
Attending: Ellick, Alber, Owen, Powell, Phillips, Hall, and Babcock.
Absent: none
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 comments made.

III. APPROVAL OF THE AGENDA

Motion: "Approve agenda with addition of an item G. By-Law changes under new business" made by Owen second by Hall
Motion carried by voice vote

IV. CONSENT AGENDA

- A. Approval of the Minutes of the Board meeting of May 26, 2015
- B. Approval of the Financial Report of May 2015

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

V. COMMITTEE REPORTS

- A. Personnel Committee – None
- B. Policy Committee –Open Meeting Act and FOIA
- C. Bylaw Committee –Changes under G in new business
- D. Technology Committee –None
- E. Finance Committee –2015-2016 Budget / Recommendations on Debit/credit card

Motion: "Approve budget changes per recommendation of Finance committee and Treasurer" made by Powell second by Owen
Motion carried by voice vote.

F. Building Committee – Assignment of new member- Not at this time

VI. DIRECTOR'S REPORT

24 programs currently ongoing during the Summer Reading Program. Over 700 have signed up for the program. Wednesday programs have been well over 150 participants each time.

VII. UNFINISHED BUSINESS

- A. Grant committee status
Letters will be coming to the Chair for review and signature.
- B. Community Development Committee information
Discussed timeline and what is being worked on in the site plan and other benchmarks. Next item is a meeting with City Manager and Planner on concept. Access permit has been obtained from City to do some site work.
- C. Recommendation FOIA Policy Change

Resolution presented to Board for acceptance of new FOIA policy effective date July 1, 2015. Resolution made by Owen second by Powell.

Resolution carried by roll call vote: Ayes: Ellick, Alber, Owen, Powell, Phillips, Hall, and Babcock. Nays: none

- D. Recommendation for Open Meeting Act change
Covered under new business Item G
- E. Recommendation concerning use of debit/credit cards
Presentation by Independent Bank. No action taken.

VIII. NEW BUSINESS

- A. 2015-2016 Budget for Board
Treasurer passed out copies of Budget with incorporated changes approved by Board.
- B. Review of current status of new Library
Discussed under Unfinished Business item B. Site work is progressing after City issued Access permit.
- C. Grant committee information
Letters are being processed and grant applications are being filled out. Thanks to Director Clark for all the facts and figures she has been able to supply to fulfill requirements of applications.
- D. Community Development Committee information
Committee has received concept approval from City on several of its projects. Still committed to helping build the new Library.
- E. Review of Debit/credit card process

Motion: "Table discussion" made by Powell second by Owen
Tabled until July 27 meeting carried by voice vote

F. CBDT request to be driving force behind fundraising and Library construction

Motion: "To combine the Library Building Committee with the Community Building Development Team with the following conditions:

- 1) No changes to the new Library plans unless Board majority approval is obtained first
- 2) Follow all governing bodies' rules and regulations.
- 3) This agreement can be reconsidered at any time by the Library Board."
Made by Alber second by Owen.

Roll call vote: Ayes-4 Alber, Ellick, Owen, Babcock.
Nayes-3 Hall, Phillips, Powell.
Motion carried by roll call vote.

G. By Law changes

Motion: "Change Art III, A, 2 to read, "...notification must be made to the Chair *and/or* the Library Director prior to the meeting." change Art. IV, Sec A. to read "The regular meetings of the Board of Trustees, *committees and subcommittees*..." change Art. IV. Sec D. to read "All meetings of the Board of Trustees, *committees and subcommittees*..." made by Alber second by Owen.
Motion carried by voice vote.

IX. AGENDA ITEMS FOR MONDAY JULY 27, 2015 MEETING

- A. Board elections
- B. Debit/credit card processing

X. BOARD COMMENT

Owen discussed the process to make recommendations at one meeting and then voting on them next meeting so Board members have time for consideration. Chairs need to have proposed meeting dates for their committees to Director Clark for posting...

XI. ADJOURNMENT

Motion: "Adjourn meeting" made by Babcock second by Owen.
Motion carried by voice vote.
Meeting adjourned at 8:45 pm

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

Submitted by Secretary Owen

