

**MINUTES**

**CEDAR SPRINGS PUBLIC LIBRARY  
REGULAR BOARD MEETING**

**MONDAY  
JANUARY 25, 2016**

**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 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.

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. Board will not respond or discuss public comments unless Chair approves.

No oral or written comments made.

**III. APPROVAL OF THE AGENDA**

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

**IV. CONSENT AGENDA**

- A. Approval of the Minutes of the Board meeting of November 23, 2015
- B. Approval of the Financial Report of November/December 2015
- C. Minutes from Special meeting of January 4, 2016

**Motion:** "Approve the consent agenda" made by Powell second by Hall  
Motion carried by voice vote

**V. COMMITTEE REPORTS**

- A. Personnel Committee – None
- B. Policy Committee – None
- C. Bylaw Committee – None
- D. Technology Committee – None
- E. Finance Committee –None

**VI. DIRECTOR'S REPORT**

DTE grant was awarded to the Library in the amount of \$2500.00 dollars.

The First Grade Library Card Drive will end in a celebration at the Kent Theatre on March 7 and 8 for all first graders and their families. All first graders get to see "Norm of the North" for free.

There are 24 programs suggested for the Summer Reading program. Still sorting through them to determine the best ones to present this summer.

Feb 5<sup>th</sup> is Spirit Day at the Basketball game. Spirit sticks will be sold as fundraiser for the Library. Mar 19<sup>th</sup> will be a quilt show

Teen programs are expanding and doing well

## VII. UNFINISHED BUSINESS

### A. Report on progress status with New Library

Architect was not available to be at the meeting. Mr. McIntyre presented an update to the Board. Current plan is to present final site plans by March 1<sup>st</sup>. Currently waiting on final approvals for drainage plans. Landscaping proposed plan has been made. Retaining wall is going to be about 70 to 90 feet. Discussed block with caps as way of recognizing donors. Board will be provided further information on costs. McIntyre discussed with Board several issues in the bidding process and several scenarios on how to obtain donations from local companies.

**Motion:** "Approve the use of the retaining wall blocks and cap stones to be used for plaques in recognition of donors." Made by Owen second by Powell  
Motion carried by voice vote Ayes 6 Nays 1.

## VIII. NEW BUSINESS

### A. Naming of New Library

**Motion:** "The new Library building will be known as the  
Cedar Springs Community Library

This is to be the name of the new building itself unless future laws or requirements dictate a change in the name. The name of the Library as an organization will still be known as the Cedar Springs Public Library." made by Powell second by Babcock  
Motion carried by voice vote

### B. Who is the new Library construction representative/manager to the city council?

**Motion:** "Accept Duane McIntyre as the contact person and project manager for the new Library building project with the City and CBDT and Library Board" made by Ellick second by Hall  
Motion carried by voice vote

What role should the CBDT play in this new Library project?

**Motion:** "Library Board is to enter into a Development Agreement with the CBDT to initiate Phase One of PUD building of the new Library" made by Owen second by Babcock  
Motion carried by voice vote

### C. Letter to Solon Township Board

**Motion:** "Approve letter to Solon Township Board by Director Clark with corrections" made by Powell second by Babcock  
Motion carried by voice vote.

**IX. AGENDA ITEMS FOR MONDAY FEBRUARY 22, 2016 MEETING**

- A. Working on proposed budget for new Library
- B. Development Agreement with CBDT
- C. Presentation by Andrus
- D. Director evaluation

**X. BOARD COMMENT**

Hall will not be in attendance at next meeting  
Board wishes Alber a happy birthday  
Next month Board is to start Director Evaluation  
Babcock thanks everyone for all they have done to get the projects moving forward and their commitment to the new Library  
Owen informed the Board they have been given new information listings of board member information. Please notify Owen if any changes are needed.

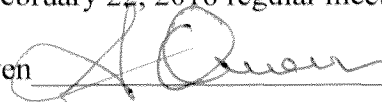
**XI. ADJOURNMENT**

**Motion:** "Adjourn meeting" made by Alber second by Owen  
Motion carried by voice vote  
Meeting ended 8:05 pm

Next regular meeting scheduled for Monday, February 22, 2016, 7PM at the Library

Approved by Board at the February 22, 2016 regular meeting

Signed Board Secretary Owen



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