

**MINUTES**

**CEDAR SPRINGS PUBLIC LIBRARY  
REGULAR BOARD MEETING**

**MONDAY  
JULY 24, 2017**

**7:00 PM MEETING**

**CEDAR SPRINGS PUBLIC LIBRARY  
107 N. MAIN 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 by Secretary Owen at 7:00 pm

**II. PLEDGE OF ALLEGIANCE**

Starting next meeting Pledge will be recited to open all meeting

**III. 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.

Mr. Womack(,) Cedar Springs City Manager, addressed the Board informing them the Bill of Sale and Quit Claim Deed were not ready yet for the Board to approve and sign. They should be ready by the next Board meeting.  
No other comments written or oral.

**IV. APPROVAL OF THE AGENDA**

**MOTION:** "Approve agenda" made by Babcock, second by King  
Motion carried by voice vote

**V. CONSENT AGENDA**

- A. Approval of the Minutes of the Board meeting of June 25, 2017
- B. Approval of the Financial Report of June 2017
- C. Approval of the Minutes of Special Board meeting June 30, 2017

**MOTION:** "Approve consent agenda" made by Powell, second by Babcock  
Motion carried by voice vote

**VI. ELECTION OF OFFICERS**

Secretary opened the election of officers by asking for nominations for Chair  
Powell nominated Ellick for chair, second by King  
Ellick accepted nomination  
No other nominations. Nominations closed.

**Motion:** "Approve Ellick for Chair by unanimous vote" made by Babcock, second by Stark  
Motion carried by unanimous vote.

Secretary Owen turned meeting over to newly-elected Chair Ellick

Chair opened nominations for Vice-Chair  
Hall nominated Stark for Vice-Chair, second by Powell  
Stark accepted nomination  
No other nominations. Nominations closed

**Motion:** "Approve Stark as Vice-Chair by unanimous vote" made by Owen, second by Babcock  
Motion carried by unanimous vote

Chair opened nominations for Treasurer  
King nominated Powell for Treasurer, second by Hall  
Powell accepted nomination  
No other nominations. Nominations closed

**Motion:** "Approve Powell for Treasurer by unanimous vote" made by Owen, second by Babcock  
Motion carried by unanimous vote

Chair opened nominations for Secretary  
Ellick nominated Owen for Secretary, second by Babcock  
Owen accepted nomination  
No other nominations. Nominations closed

**Motion:** "Approve Owen for Secretary by unanimous vote" made by Babcock, second by Stark  
Motion carried by unanimous vote.

## **VII. COMMITTEE REPORTS**

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

## **VIII. DIRECTOR'S REPORT**

Directors report is included as part of Board packet  
1642 signed up for Reading program. Penal fines received for last year. 4 big blocks sold.  
Still looking for volunteer for 1 to 3 pm shift at closing party Morley Park. Ice cream  
Still looking for volunteers from 1-3pm for Reading Celebration Carnival at Morley Park.  
Ice cream will be given out at 2 pm. Prizes were chosen today and will be announced at party. There has been a significant increase in Library facility and services usage.  
Final payment made to Nugent Builders. Library is now paid for.

## **IX UNFINISHED BUSINESS**

- A. Payment Document for Consideration- Duane McIntyre  
No more documents to pay.
- B. Transfer of Library to City

**Motion:** "Table this item until next meeting" made by Owen, second by Ellick  
Motion carried by voice vote

**X NEW BUSINESS**

- A. Election of Officers reported  
Chair-Ellick, Vice-Chair-Stark, Treasurer-Powell, Secretary-Owen
- B. Committee Assignments  
Chair reassigned everyone to their current standing committee assignments:  
Personnel and Compensation Committee:  
    Babcock (Chair), Powell, King  
Finance Committee:  
    Powell (Chair), Hall, King  
By Laws Committee:  
    Hall (Chair), Babcock, Stark  
Policy Committee:  
    Owen (Chair), Clark, Yuko  
Technology Committee:  
    Owen (Chair), Clark, Heimler  
**Temporary committee**  
    Capital Campaign Committee (CBDT)  
    Owen, King
- C. Approval of meeting dates

**Motion:** "Approve meeting dates for 2018, and posting by Clark" made by Owen,  
second by Hall  
Motion carried by voice vote

- D. Approval of fee schedule for 2017/2018

**Motion:** "Approve fee schedule for 2017/2018 with approved changes" made by  
Babcock, second by King.  
Motion carried by voice vote

**IX. AGENDA ITEMS FOR MONDAY AUGUST 28, 2016 MEETING**

- A. Library status update-McIntyre
- B. Transfer building to City
- C. Sign Lease with City
- D.

**X. BOARD COMMENT**

Chair welcomed all new officers

**XI. ADJOURNMENT**

**Motion:** "Adjourn meeting" made by Owen, second by Babcock  
Motion carried by voice vote.  
Meeting ended 7:30 pm

Next regular meeting scheduled for Monday, August 28, 2017, 7PM at the Library

Submitted by Secretary Owen

Approved by Board 8/28/17