

MINUTES

**CEDAR SPRINGS PUBLIC LIBRARY
REGULAR BOARD MEETING**

**MONDAY
AUGUST 28, 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

Chair called the meeting to order at 7:00 pm
Present: Ellick, Hall, King, Owen, Babcock, Powell
Absent: Stark

II. PLEDGE OF ALLEGIANCE

Pledge led by Chair

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.

Duane McIntyre addressed Board with information concerning walkway grading and paving delayed until September.

IV. APPROVAL OF THE AGENDA

MOTION: "Approve Agenda" made by Powell, second by King
Motion carried by voice vote

V. CONSENT AGENDA

- A. Approval of the Minutes of the Board meeting of July 24, 2017
- B. Approval of the Financial Report of July 2017

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

VI. COMMITTEE REPORTS

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

VII. DIRECTOR'S REPORT

Director's report is attached to Board packet. Director informed Board of a new Trustee training coming up in October at KDL. Flyers handed out to Board.

IX UNFINISHED BUSINESS

- A. Payment Document for Consideration- Duane McIntyre
Mr. McIntyre stated there are no more payment documents. Library is paid off.

- B. Status of Library project
Mr. McIntyre updated the Board on bids and seeking costs for ice-breakers on roof. Warranty materials still being requested from Nugent Builders. Bricks are being ordered and installation is being planned. Brass plates for wall are being made.

- C. Transfer of Library to City-Bill of Sale/Quit Claim Deed

MOTION: "Approve City supplied Real Estate Conveyance Agreement with the correct name of CBDT to be used" made by King, second by Hall
Motion carried by voice vote

MOTION: "Approve City supplied Quit Claim Deed with correct name of CBDT to be used" made by Powell, second by Hall
Motion carried by voice vote

MOTION: "Authorize Library Board Chair Ellick to sign for the Library Board the City supplied Real Estate Conveyance Agreement, Quit Claim Deed, and Lease between City of Cedar Springs and the Cedar Springs Public Library" made by Owen, second by Powell
Motion carried by voice vote

- D. Lease agreement with City
Board has previously approved lease and will be signing it with City on Wednesday August 30, 2017, at 2:00 pm, at the Library, in the Community room.

X NEW BUSINESS

No new business considered by the Board.

IX. AGENDA ITEMS FOR MONDAY SEPTEMBER 25, 2017 MEETING

- A. No items at this time, but can be added later

X. BOARD COMMENT

Board discussed the staffing situation at the Library including hours Director is putting in. Personnel and Compensation Committee and Finance Committee will be meeting to discuss possible solutions and make recommendation back to Board.

XI. ADJOURNMENT

MOTION: "Adjourn meeting" made by Owen, second by Babcock
Motion carried by voice vote
Meeting adjourned at 7:37 pm

Next regular meeting scheduled for Monday, September 25, 2017, 7PM at the Library

Submitted by Secretary Owen

Approved by Board

9/25/17