

**AGENDA**

**DRAFT**

**CEDAR SPRINGS PUBLIC LIBRARY  
REGULAR BOARD MEETING**

**MONDAY  
APRIL 23, 2018**

**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**

**II. PLEDGE OF ALLEGIANCE**

**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.

**IV. APPROVAL OF THE AGENDA**

**V. CONSENT AGENDA**

- A. Approval of the Minutes of the Board meeting of March 26, 2018
- B. Approval of the Financial Report of March 26, 2018

**VI. COMMITTEE REPORTS**

- A. Personnel Committee-None
- B. Policy Committee-Policy changes Chapters 4-5
- C. Bylaw Committee – Ensure each trustee has copy of new Bylaws
- D. Technology Committee – None
- E. Finance Committee –Budget report

**VII. DIRECTOR'S REPORT**

Director's full report is part of Board packet

**VIII. UNFINISHED BUSINESS**

- A. Approve Policy Chapters 1-3
- B. Approve 2018-2019 Budget
- C. Review of Policy Chapters 4 and 5

**IX. NEW BUSINESS**

**X. AGENDA ITEMS FOR TUESDAY MAY 29, 2018 MEETING**

- A. Vote on Policy update of Chapters 4 and 5

B. Start Strategic Plan process

**XI. BOARD COMMENT**

**XII. ADJOURNMENT**

Next regular meeting scheduled for Tuesday, May 29, 2018, 7PM at the Library

**MINUTES**

**DRAFT**

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REGULAR BOARD MEETING**

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**I. CALL TO ORDER**

Meeting called to order by the Chair at 7:00 pm  
Present: Owen, Powell, Babcock, King, Ellick, Stark  
Absent: Weidenfeller

**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.

No oral or written public comments

**IV. APPROVAL OF THE AGENDA**

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

**V. CONSENT AGENDA**

- A. Approval of the Minutes of the Board meeting of February 26, 2018
- B. Approval of the Financial Report of February 26, 2018

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

**VI. COMMITTEE REPORTS**

- A. Personnel Committee-None
- B. Policy Committee-Policy changes Chapters 1-3  
Owen provided copies of Policy Chapters 1 to 3 in editing format for Board members to review
- C. Bylaw Committee – Ensure each trustee has copy of new Bylaws

Final version of Bylaws was not completed yet. Stark will email out the final approved version to Board members.

- D. Technology Committee – None
- E. Finance Committee – Budget report  
Committee has been working on it and should have final version soon.

## **VII. DIRECTOR'S REPORT**

Director's full report is part of Board packet

Director discussed Maker Spaces and how effective they can be. Approx. 316 people for the Easter Bunny. Library is still in the running for grants from DTE and the Library of Michigan.

## **VIII. UNFINISHED BUSINESS**

### **A. Roof project update**

Duane McIntyre informed Board of a good system with clamps on the ribs rather than drilling holes into roof. It will cost \$18,340.00. Looks like a good deal from a local vendor. Library will need to raise money for it to be installed before next winter.

### **B. Approve 2018-2019 Budget**

The Finance Committee reported they are still finishing up the Budget. This item was tabled until the April 23, 2018 meeting.

## **IX. NEW BUSINESS**

### **A. Discussion**

#### **a. Strategic Plan and process**

Owen and Weidenfeller will meet to set up process for plan.

#### **b. Policy update for 2018 Chapters 1-3**

Each trustee was handed draft policies. Owen informed Board of need to have changes back to him as soon as possible so clean copies can be ready for next meeting. Chapters 4 and 5 handed out for review.

## **X. AGENDA ITEMS FOR MONDAY APRIL 23, 2018 MEETING**

### **A. Vote on Policy update of Chapters 1-3**

### **B. Review of Policy Chapters 4-5**

### **C. Budget approval**

## **XI. BOARD COMMENT**

Board wished Ellick and Owen, happy birthday

## **XII. ADJOURNMENT**

**MOTION:** "Adjourn meeting" made by Owen, second by Babcock

Motion carried by voice vote

Meeting adjourned at 7:29 pm

Next regular meeting scheduled for Monday, April 23, 2018, 7PM at the Library

Submitted by Secretary Owen \_\_\_\_\_

Approved by Board \_\_\_\_\_

**MINUTES**

**CEDAR SPRINGS PUBLIC LIBRARY  
REGULAR BOARD MEETING**

**MONDAY  
MARCH 26, 2018**

**7:00 PM MEETING**

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Motion carried by voice vote

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Motion carried by voice vote  
Meeting adjourned at 7:29 pm

Next regular meeting scheduled for Monday, April 23, 2018, 7PM at the Library

Submitted by Secretary Owen

Approved by Board

*[Handwritten signature]*  
4/23/18