

MINUTES

**CEDAR SPRINGS PUBLIC LIBRARY
REGULAR BOARD MEETING**

**MONDAY
June 24, 2019**

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 Chair at 7:00 pm
Present: Ellick, Owen, Babcock, King, Powell, Stark
Absent: Weidenfeller

II. PLEDGE OF ALLEGIANCE

Chair led the Pledge

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

No written or oral comments

IV. APPROVAL OF THE AGENDA

MOTION: "Approve amended agenda adding items D and E to new business" made by Ellick, second by Babcock
Motion carried by voice vote Ayes 6, Nays 0.

V. CONSENT AGENDA

- A. Approval of the Minutes of the Board meeting of May 28, 2019
- B. Approval of the Financial Report of May 2019

MOTION: "Approve consent agenda" made by King, second by Owen
Motion carried by voice vote Ayes 6, Nays 0.

VI. DIRECTOR'S REPORT

Director's full report is part of Board packet

Over 1500 have signed up for the Summer Reading Program.

Patrons with checked out items will have automatic renewal for 2 times before late fees will be charged. Without return of the item patron will be charged for cost of replacing the item. On 6/1/19, KDL waived all the fines for their card holders. Cedar Springs Public Library is not part of the KDL system, so our fines were not waived.

The Library has a Children's Museum card pass which can be checked out to take up to 6 family members to the Museum.

Friends had a book sale and made \$410.12 dollars.

VII. UNFINISHED BUSINESS

A. Final selection of display types and sites for donor recognition

Director to provide cost information for display approved in April meeting.

MOTION: "Table item until next meeting" made by Babcock, second by Ellick
Motion carried by voice vote Ayes 6, Nays 0.

VIII. NEW BUSINESS

A Pay scales

MOTION: "Approve pay scales submitted by Personnel and Compensation Committee" made by Stark, second by Babcock
Motion carried by voice vote Ayes 6, Nays 0.

B. Approval of 2019 Budget amendments

Powell reports there are none currently. There will be at the July meeting.

MOTION: "Table this item until the July meeting" made by Babcock, second by Stark
Motion carried by voice vote Ayes 6, Nays 0.

C. Approval of Fee Schedule effective July 1, 2019

Director provided new fee schedule.

MOTION: "Approve fee schedule for Library" made by King, second by Owen
Motion carried by voice vote Ayes 6, Nays 0.

D. Electronic sign bids

MOTION: "Approve bid of Postema for electronic sign when 100 percent of money is available" made by Ellick, second by Babcock
Motion carried by voice vote Ayes 6, Nays 0.

E. Letter to City Manager

MOTION: "Approve letter by Chair to City Manager" made by Babcock, second by King
Motion carried by voice vote Ayes 6, Nays 0.

IX. COMMITTEE REPORTS

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

X. AGENDA ITEMS FOR MONDAY, JULY 22, 2019 MEETING

- A. Election of Officers
- B. Approval of 2020 calendar of meeting dates
- C. Approval of Budget 2018/2019 amendments
- D. Approval of original donor display

XI. BOARD COMMENT

Owen informed Board of updates in FOIA policy and procedures

XII. ADJOURNMENT

MOTION: “Adjourn meeting” made by Babcock, second by Stark

Motion carried by voice vote Ayes 6, Nays 0.

Meeting adjourned at 7:36 pm

Next regular meeting scheduled for Monday, July 22, 2019, 7PM at the Library

Submitted by Secretary Owen

Approved by Board on. 7/22/19