

**CEDAR SPRINGS PUBLIC LIBRARY
REGULAR BOARD MEETING**

**MONDAY
FEBRUARY 22, 2021**

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

IV. APPROVAL OF THE AGENDA

V. CONSENT AGENDA

- A. Approval of February 2, 2021 Meeting minutes
- B. Approval of February 3, 2021 Meeting minutes
- C. Approval of January 2021 Financial report
- D. Approval to pay bills for March 2021

VI. DIRECTOR'S REPORT

Director's full report is part of Board packet

VII. UNFINISHED BUSINESS

VIII. NEW BUSINESS

- A. Review of proposed budget 2021/2022

IX. COMMITTEE REPORTS

- A. Personnel Committee-Director evaluation report form
- B. Policy Committee- None
- C. Bylaw Committee – None
- A. Technology Committee – None
- D. Finance Committee – None

X. AGENDA ITEMS FOR MONDAY MARCH 22, 2021 MEETING

A. Personnel Committee report on Director evaluation

XI. BOARD COMMENT

XII. ADJOURNMENT

Next regular meeting scheduled for Monday, March 22, 2021, 7:00 pm at the Library.

**CEDAR SPRINGS PUBLIC LIBRARY
SPECIAL ZOOM BOARD MEETING**

**WEDNESDAY
FEBRUARY 3, 2021**

1:30 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

Secretary Owen called meeting to order at 1:30 pm
Secretary Tony Owen attending remotely from Solon Township.
Treasurer Becky Powell attending remotely from Cedar Springs.
Trustee Louise King attending remotely from Cedar Springs.
Trustee Shelly Hilbert attending remotely from Solon Township.
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. The Board will not respond, or discuss, public comments unless the Chair approves.

No oral or written comments. No public attending Zoom meeting.

III. APPROVAL OF THE AGENDA

MOTION: “Approve agenda” made by King, second by Powell
Motion carried by voice and hand vote Ayes 4, Nays 0.

IV. NEW BUSINESS

A. Approval of Firewall expense

MOTION: “Approve \$2250.00 dollars for firewall and installation per memo from Director Clark” made by Powell, second by King
Motion carried by voice and hand vote Ayes 4, Nays 0.

B. Approval of Budget amendments

MOTION: “Approve budget amendments as submitted by Treasurer in an email to Board. (Capital Technology increase to \$5570.00 dollars. Solon Township revenue increase to \$79,965.00 dollars)” made by Powell, second by King
Motion carried by voice and hand vote Ayes 4, Nays 0.

C. Minutes of meeting January 25, 2021

MOTION: “Approve minutes of meeting of January 25, 2021 with recommended changes” made by Powell, second by King

Motion carried by voice and hand vote Ayes 4, Nays 0

V. ADJOURNMENT

MOTION: “Adjourn meeting” made by Powell, second by King

Motion carried by voice and hand vote Ayes 4, Nays 0.

Meeting adjourned at 1:43 pm.

Next regular meeting scheduled for Monday, February 22, 2021, 7:00 pm at the Library.
or on Zoom

Submitted by Secretary Owen _____

Approved by Board on _____

MINUTES

**CEDAR SPRINGS PUBLIC LIBRARY
SPECIAL ZOOM BOARD MEETING**

**TUESDAY
FEBRUARY 2, 2021**

1:00 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 1:25 pm.
Chair Bob Ellick attending remotely from Solon Township, MI
Secretary Tony Owen attending remotely from Solon Township, MI
Treasurer Becky Powell attending remotely from Cedar Springs, MI
No Quorum was 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. The Board will not respond, or discuss, public comments unless the Chair approves.

III. APPROVAL OF THE AGENDA

IV. NEW BUSINESS

A. Approval of Firewall expense

V. ADJOURNMENT

MOTION: "Adjourn meeting and reschedule for February 3, 2021 at 1:30 pm"
made by Powell, second by Ellick. Motion carried by voice vote Ayes 3, Nays 0.

Meeting adjourned at 1:40 pm

Special meeting scheduled for February 3, 2021, at 1:30 pm on Zoom

Next regular meeting scheduled for Monday, February 22, 2021, 7:00 pm at the Library
or on Zoom

Submitted by Secretary Owen _____

Approved by Board on _____

MINUTES

CEDAR SPRINGS PUBLIC LIBRARY REGULAR BOARD MEETING

MONDAY
JANUARY 25, 2021

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 Zoom meeting to order at 7:00 pm
Chair Bob Ellick attending remotely from Solon Township, Kent County,
Secretary Tony Owen attending remotely from Solon Township, Kent County.
Treasurer Becky Powell attending remotely from Cedar Springs, Kent County.
Trustee Louise King attending remotely from Cedar Springs, Kent County.
Trustee Maryevelyn Vu attending remotely from Cedar Springs, Kent County.
Trustee Karen Ringler attending remotely from Cedar Springs, Kent County.

II. PLEDGE OF ALLEGIANCE

Chair dispensed with 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 oral or written comments. One public attended Zoom meeting.

IV. APPROVAL OF THE AGENDA

MOTION: "Approve agenda minus Item A under New Business" made by Ellick, second by Owen.

Motion carried by voice vote Ayes 6, Nays 0.

V. CONSENT AGENDA

- A. Approval of December 28, 2020 Meeting minutes
- B. Approval of December 2020 Financial report

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.
Giving tree has raised a good amount this year considering the lock down.
Annual report to the state is being worked on for timely submission.
MIOSHA came trough the library for inspection.
Internet speed is being increased to 600 mb.

VII. UNFINISHED BUSINESS

A. Approval of and signature of Lease from City of Cedar Springs

MOTION: "Approve the Library Lease Agreement dated January 14, 2021 as presented by the City of Cedar Springs" made by King, second by Owen
Motion carried by voice vote Ayes 6, Nays 0.

MOTION: "Approve Ellick and Owen to sign the Lease for the Cedar Springs Public Library Board" made by Powell, second by King
Motion carried by voice vote Ayes 6, Nays 0.

VIII NEW BUSINESS

- A. Review of proposed budget 2021/2022-~~Deleted.~~
- B. Chairperson assignments to committees
Chair assigns the new trustees to replace the vacancies left by the departing trustees on committees.
- C. COVID-19 Emergency Staff Health Reporting Policy
Requirement Procedure Extension

MOTION: "Approve extension for one more year from December 31, 2020"
made by King, second by Powell
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 – provide an undated budget for discussion.

X. AGENDA ITEMS FOR MONDAY FEBRUARY 22, 2021 MEETING

A.

XI. BOARD COMMENT

Need a special meeting called to approve contract for firewall. Notice will be posted shortly.
Shelly Hilbert will be appointed by Solon Township to replace Vicki Babcock

XII. ADJOURNMENT

MOTION: "Adjourn meeting" made by Owen, second by Powell
Motion carried by voice vote Ayes 6, Nays 0.

Meeting adjourned at 7:33 pm

Next regular meeting scheduled for Monday, February 22, 2021, 7:00 pm at the Library.

Special meeting will be held on February 2, 2021 at 1 pm via Zoom.

Submitted by Secretary Owen 

Approved by Board on 2/3/21