

AGENDA

DRAFT

**CEDAR SPRINGS PUBLIC LIBRARY
REGULAR BOARD MEETING**

**MONDAY
JULY 26, 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 June 28 , 2021 Meeting minutes
 - B. Approval of June 2021 Financial report
- VI. DIRECTOR'S REPORT**

Director's full report is part of Board packet
- VII. UNFINISHED BUSINESS**
 - A. Approval of Budget amendments and closing of 2020/2021
- VIII. NEW BUSINESS**
 - A. Election of Officers
 - B. Approval of Meeting schedule for 2021
 - C. Appointment of Board members to Committees by Chair
 - D. Approval of benefits for staff for next year
 - E. Approval of fee schedule for 2021/2022
- 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 AUGUST 23, 2021 MEETING

A.

XI. BOARD COMMENT

XII. ADJOURNMENT

Next regular meeting scheduled for Monday, August 23, 2021, 7:00 pm at the Library

MINUTES

DRAFT

**CEDAR SPRINGS PUBLIC LIBRARY
REGULAR BOARD MEETING**

**MONDAY
JUNE 28 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

Meeting called to order by Chair at 7:00 pm
Present: Bob Ellick, Tony Owen, Becky Powell, Maryevelyn VU,
Karen Ringler, Shelly Hilbert
Absent: Louise King

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 oral or written comments made.

IV. APPROVAL OF THE AGENDA

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

V. CONSENT AGENDA

- A. Approval of May 24, 2021 Meeting minutes
- B. Approval of May 2021 Financial report

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

VI. DIRECTOR'S REPORT

Director's full report is part of Board packet.

Summer Reading Program has over 900 patrons signed up. Over 40 kits given out.
in 3 hours. Friends book sale took in over \$1000.00 dollars. Summer Reading Program doing great.

VII. UNFINISHED BUSINESS

A. Budget Amendments approvals

MOTION: "Approve Budget amendments for 2021/2022 budget with increase in Solon Township revenue" made by Powell, second by Owen.

Motion carried by voice vote Ayes 6, Nays 0.

B. Reconsideration of new Library Curtilage Agreement offered by the City of Cedar Springs.

MOTION: "Do not approve Library Curtilage Agreement from City of Cedar Springs" made by Owen, second by Powell.

Motion carried by voice vote Ayes 6, Nays 0.

VIII. NEW BUSINESS

A. None

IX. COMMITTEE REPORTS

A. Personnel Committee-None

B. Policy Committee- None

C. Bylaw Committee – None

D. Technology Committee – None

E. Finance Committee – None

X. AGENDA ITEMS FOR MONDAY, JULY 26, 2021, MEETING

A. Approval of finalized 2020/2021 budget.

B. Approval of Schedule of fees for 2021/2022

C. Approval of next year's meeting schedule

D. Election of Officers

E. Approval of pay scales for 2021/2022

XI. BOARD COMMENT

With retirement of Director Clark Board needs to verify the classification of Library with the increase in population in the area.

XII. ADJOURNMENT

MOTION: "Adjourn meeting" made by Owen, second by Ellick

Motion carried by voice vote Ayes 6, Nays 0.

Meeting adjourned at 7:34 pm

Next regular meeting scheduled for Monday, July 26, 2021, 7:00 pm at the library.

Submitted by Secretary Owen _____

Approved by Board on _____

MINUTES

CEDAR SPRINGS PUBLIC LIBRARY REGULAR BOARD MEETING

**MONDAY
MAY 24, 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

Meeting called to order by Secretary Owen at 7:00 pm
Present: Tony Owen, Becky Powell, Louise King, Maryevelyn Vu,
Absent: Bob Ellick, Shelly Hilbert, Karen Ringler
Quorum present

II. PLEDGE OF ALLEGIANCE

Secretary Owen led the pledge.

Shelly Hilbert is now present at 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. The Board will not respond, or discuss, public comments unless the Chair approves.
No oral or written comments made.

IV. APPROVAL OF THE AGENDA

MOTION: "Approve agenda" made by King, second by Powell
Motion carried by voice vote Ayes 5, Nays 0

V. CONSENT AGENDA

- A. Approval of April 26, 2021 Meeting minutes
- B. Approval of April 2021 Financial report

MOTION: "Approve consent agenda" made by Powell, second by King
Motion carried by voice vote Ayes 5, Nays 0.

VI. DIRECTOR'S REPORT

Director's full report is part of Board packet.

Review of Press Release by the Kent County Libraries, (CSPL, Sparta Twp. Library, GR Public Library and KDL, "Kent County Libraries Provide Options for Those without Broadband Internet."

Described "Library Seed Program" being put together by Mary Gardner and Shelly Hilbert.

Informed Board of new TV put up behind front desk to advertise Library programs and activities. Discussed staffing of Library and a new hire.

VII. UNFINISHED BUSINESS

A. No unfinished business

VIII. NEW BUSINESS

A. Review of new budget items

Treasurer Powell stated Budget amendments will be submitted and voted on at the June meeting and finalization of 2020/2021 Budget will be at July meeting.

B. Approval of City/ Library agreement

MOTION: "Board does not approve lease as submitted by City" made by Powell, second by Vu

Motion carried on voice vote Ayes 5, Nays 0.

IX. COMMITTEE REPORTS

A. Personnel Committee-None

B. Policy Committee- None

C. Bylaw Committee – None

D. Technology Committee – None

E. Finance Committee – None

X. AGENDA ITEMS FOR MONDAY, JUNE 28, 2021 MEETING

A. Budget Amendments approvals

B. Reconsideration of new Library Curtilage Agreement offered by the City

XI. BOARD COMMENT

Owen discussed new members consider having a separate email address just for Library business

Director Clark will send out a new Board listing to avoid private information being exposed

Director Clark announced retirement plans to be effective January 1, 2022, if a replacement is found by then

XII. ADJOURNMENT

MOTION: "Adjourn meeting" made by King, second by Powell.

Motion carried by voice vote Ayes 5, Nays 0.

Meeting adjourned at 8:00 pm

Next regular meeting scheduled for Monday, June 28, 2021, 7:00 pm at the Library.

Submitted by Secretary Owen

Approved by Board on 6/28/21