

AGENDA

DRAFT

CEDAR SPRINGS PUBLIC LIBRARY REGULAR BOARD MEETING

**MONDAY
SEPTEMBER 27, 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 August 23, 2021 Meeting minutes
- B. Approval of August 2021 Financial report

VI. DIRECTOR'S REPORT

Director's full report is part of Board packet

VII. UNFINISHED BUSINESS

- A. Report on Management of Collection Policy update
- B. Approval of posting for Director Position

VIII. NEW BUSINESS

IX. COMMITTEE REPORTS

- A. Personnel Committee-None
- B. Policy Committee- Recommendation on Collection policy
- C. Bylaw Committee – None
- A. Technology Committee – None
- D. Finance Committee – None

X. AGENDA ITEMS FOR MONDAY OCTOBER 25, 2021 MEETING

A.

XI. BOARD COMMENT

XII. ADJOURNMENT

Next regular meeting scheduled for Monday, October 25, 2021, 7:00 pm at the Library

**CEDAR SPRINGS PUBLIC LIBRARY
REGULAR BOARD MEETING**

**MONDAY
AUGUST 23, 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 meeting to order at 7:00pm

Present: Bob Ellick, Becky Powell, Karen Ringler, Louise King, Tony Owen

Absent: Shelly Hilbert, Maryevelyn Vu

Quorum present

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

IV. APPROVAL OF THE AGENDA

MOTION: "Approve agenda" made by Powell, second by Owen

Motion carried by voice vote Ayes 5, Nays 0

V. CONSENT AGENDA

A. Approval of July 23, 2021, Meeting minutes

B. Approval of July 2021 Financial report

MOTION: "Approve consent agenda" made by Owen, second by Powell

Motion carried by voice vote Ayes 5, Nays 0

VI. DIRECTOR'S REPORT

Director's full report is part of Board packet

Director reviewed with Board upcoming programs. Friends will hold a "Book Sale" during Red Flannel Festival. Noted that KDL borrowed 2083 items from us last month. We borrowed 687 items from them. 43 local companies and donors provided 95 prizes for the drawings at the end of the summer reading program.

VII. UNFINISHED BUSINESS

A. Approval of Budget amendments and closing of 2020/2021

Treasurer Powell indicated the budget ended up \$20,804.12 dollars to the good.

MOTION: "Approve Budget amendments and closing of the 2020/2021 budget" made by Owen, second by King

Motion carried by voice vote Ayes 5, Nays 0

B. Appointment of Board members to Committees by Chair

Chair reviewed current committee assignments. No member wanted a change. Chair reassigned members to their current committees and positions.

VIII. NEW BUSINESS

A. No new business taken up.

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 SEPTEMBER 27, 2021, MEETING

A. Policy committee will make a recommendation for changes in our current Management of Collection Policy for Board approval.

B. Review possible posting for hiring a new Director

XI. BOARD COMMENT

None made

XII. ADJOURNMENT

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

Motion carried by voice vote Ayes 5, Nays 0

Meeting adjourned at 7:22pm

Next regular meeting scheduled for Monday, September 27, 2021, 7:00 pm at the library

Submitted by Secretary Owen _____

Approved by Board on _____

MINUTES

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 7/26/21

MINUTES

**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**

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I. CALL TO ORDER

Vice Chair called the meeting to order at 7:00 pm
Present: Becky Powell, Tony Owen, Louise King, Shelly Hilbert
Absent: Bob Ellick, Karen Ringler, Maryevelyn Vu
Quorum present

II. PLEDGE OF ALLEGIANCE

Vice Chair led 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 agenda" made by King, second by Powell
Motion carried by voice vote Ayes 4, Nays 0

V. CONSENT AGENDA

- A. Approval of June 28, 2021, Meeting minutes
- B. Approval of June 2021 Financial report

Motion: “Approve Consent Agenda” made by Powell, second by King
Motion carried by voice vote Ayes 4, Nays 0

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

MOTION: “Table amendments and closing of 2020/2021 budget” made by Owen, second by Powell

Motion carried by voice vote Ayes 4, Nays 0

VIII. NEW BUSINESS

A. Election of Officers

Vice Chair Hilbert turned meeting over to Secretary Owen

Secretary Owen asked for nominations for Board Chair

Powell nominated Ellick for Chair, second by King

Ellick accepted nomination via phone call

Powell requested nominations be closed, second by King

Nominations closed

Ellick was voted as Chair Ayes 4, Nays 0

Secretary Owen asked for nominations for Vice Chair

Powell nominated Hilbert for Vice Chair, second by King

Hilbert accepted the nomination

Powell requested nominations be closed, second by Owen

Nominations closed

Hilbert was voted as Vice Chair Ayes 4, Nays 0

7:15 Ringler joined meeting

Secretary Owen turned meeting and elections over to Vice Chair Hilbert

Hilbert asked for nominations for Secretary

Powell nominated Owen for Secretary, second by King

Owen accepted nomination

Powell requested nominations be closed, second by King

Nominations closed

Owen was voted as Secretary Ayes 5, Nays 0

Hilbert asked for nominations for Treasurer

Owen nominated Powell for Treasurer, second by King

Powell accepted the nomination

Owen requested nominations be closed, second by King

Nominations closed

Powell was voted as Treasurer Ayes 5, Nays 0

Elections closed