

**CEDAR SPRINGS PUBLIC LIBRARY
REGULAR BOARD MEETING**

**MONDAY
DECEMBER 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 November 22, 2021, Meeting minutes
- B. Approval of November 2021 Financial report
- C. Approval of December 7, 2021, Special Meeting Minutes
- D. Approval of December 10, 2021, Special Meeting Minutes

VI. DIRECTOR'S REPORT

Director's full report is part of Board packet

VII. UNFINISHED BUSINESS

- A. Discussion of status of Director Position

VIII. NEW BUSINESS

- A. Discussion of Director
- B. Client Offer by Foster Swift Collins & Smith PC
- C. CSPL Student Library Card Policy Expires 12.31.21
- D. Key for Assistant Director
- E. COVID-19 Policy, Pt. 4, Expires 12.31.21

IX. COMMITTEE REPORTS

- A. Personnel Committee-Report of status of Director hiring
- B. Policy Committee- None
- C. Bylaw Committee – None
- D. Technology Committee – None
- E. Finance Committee – None

X. AGENDA ITEMS FOR MONDAY JANUARY 24, 2022, MEETING

- A. Strategic Plan

XI. BOARD COMMENT

XII. ADJOURNMENT

Next regular meeting scheduled for Monday, January 24, 2022, 7:00pm at the Library

MINUTES

CEDAR SPRINGS PUBLIC LIBRARY REGULAR BOARD MEETING

**MONDAY
NOVEMBER 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

Meeting called to order by Secretary Owen at 7pm at request of Vice Chair
Present: Louise King, Tony Owen, Becky Powell, Shelly Hilbert, Karen Ringler
Absent: Bob Ellick, Maryevelyn Vu

II. PLEDGE OF ALLEGIANCE

Secretary 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.

Board would like to recognize those in attendance:

City Council Mayor Pamela Conley

City Council member Rose Powell, who spoke to the Board about allowing the Blood Drive to use the Community Room, as the current sight is having issues
Carol Dawe, Lakeland Library Cooperative Director

IV. APPROVAL OF THE AGENDA

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

V. CONSENT AGENDA

- A. Approval of October 27, 2021, Meeting minutes
- B. Approval of October 2021 Financial report

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

VI. DIRECTOR'S REPORT

Director's full report is part of Board packet
Staff have been working hard to raise new funds to help Library operate.

VII. UNFINISHED BUSINESS

A. Discussion of status for Director Position
King introduced Carol Dawe Cooperative Director Lakeland Coop
King stated Dawe had been helping the committee screening the applications.
Dawe informed the Board about the process and how to interview the candidates. She requested the Board set up a specific date to hold the interviews.

MOTION: " Approve Special Meeting for Interviews for Tuesday, December 7, 2021, from 6pm to 9pm" made by King, second by Owen
Motion carried by voice vote Ayes 5, nays 0.

VIII NEW BUSINESS

A. None

IX. COMMITTEE REPORTS

- A. Personnel Committee-Report of status of Director search
- B. Policy Committee- None
- C. Bylaw Committee – None
- A. Technology Committee – None
- D. Finance Committee – None

X. AGENDA ITEMS FOR SPECIAL MEETING DECEMBER 7, 2021,

A. Director interviews

XI. BOARD COMMENT

Chair recognized Mayo Conley who thanked the Board for all they do.

XII. ADJOURNMENT

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

Motion carried by voice vote Ayes 5, Nays 0.

Meeting adjourned at 7:50pm

Special meeting scheduled for Tuesday, December 7, 2021, from 6pm to 9 pm at the Library

Next regular meeting scheduled for Monday, December 27, 2021, 7:00 pm at the Library

Submitted by Secretary Owen _____

Approved by Board on _____

**SPECIAL MEETING
MINUTES**

DRAFT

**CEDAR SPRINGS PUBLIC LIBRARY
SPECIAL BOARD MEETING**

**TUESDAY
DECEMBER 7, 2021
6pm to 9pm**

**CEDAR SPRINGS PUBLIC LIBRARY
107 N. MAIN STREET**

**Cedar Springs Public Library
Mission Statement**

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I. CALL TO ORDER

Meeting called to order by Chair at 6pm
Present: Bob Ellick, Becky Powell, Karen Ringler, Louise King, Tony Owen,
Maryevelyn Vu
Absent: Shelly Hilbert
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 made.

IV. APPROVAL OF THE AGENDA

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

V. NEW BUSINESS

A. Director Interviews

6:25pm Chair turned meeting over to King.
King introduced Carol Dawe, Lakeland Library Coop Director who will be conducting the interview tonight of candidate Kamey Krum-Howe.
Board members introduced themselves.
Candidate provided responses to question asked by Dawe.
Board asked questions and candidate asked questions of Board.

VI. AGENDA ITEMS FOR MONDAY DECEMBER 27, 2021, MEETING

A. Discussion of status of Director Position

VII. 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.

VIII. BOARD COMMENT

MOTION: "Hold a Special Meeting, at 5pm, on December 10, 2021, to make decision on candidate" made by Owen, second by King

Motion carried by voice vote Ayes 6, Nays 0.

No other comments.

IX. ADJOURNMENT

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

Motion carried by voice vote Ayes 6, Nays 0.

Meeting adjourned at 7:24pm

Next Special Meeting is scheduled for December 10, 2021, at 5pm

Next regular meeting scheduled for Monday, December 27, 2021, 7:00 pm at the Library

Submitted by Secretary _____

Approved by Board on _____

**SPECIAL MEETING
MINUTES**

**CEDAR SPRINGS PUBLIC LIBRARY
REGULAR BOARD MEETING**

**FRIDAY 12/10/21
5PM**

**CEDAR SPRINGS PUBLIC LIBRARY
107 N. MAIN STREET**

Here is the Zoom link for the meeting. <https://us06web.zoom.us/j/89716765883>

**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 5pm
Present: Bob Ellick, Becky Powell, Karen Ringler, Louise King, Tony Owen,
Maryevelyn Vu
Shelly Hilbert attending via Zoom
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 made

IV. APPROVAL OF THE AGENDA

MOTION: "Approve agenda" made by Powell, second by King
Motion carried by voice vote Ayes 7, Nays 0.

V. NEW BUSINESS

A. Director Interview results
Chair turned meeting over to King.
King introduced Carol Dawe who was attending via Zoom.
Dawe reviewed interview with Board and the results of reference checks.
King and Powell reviewed terms of hire with Board and Dawe.

MOTION: “Offer position of Director to Kamey Krum-Howe” made by King, second by Powell

Motion carried by Voice vote Ayes 7, Nays 0.

Dawe is authorized to write a letter of hire with a start date of January 3, 2022.
Dawe will notify King of candidate’s decision.

VI. AGENDA ITEMS FOR MONDAY DECEMBER 27, 2021, MEETING

- A. Discussion of Director
- B. Client Offer by Foster Swift Collins & Smith PC
- C. CSPL Student Library Card Policy Expires 12.31.21
- D. Key for Assistant Director

VII. 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.

Kurt Mabie made comments to Board

VIII. BOARD COMMENT

No comments made

IX. ADJOURNMENT

MOTION: “Adjourn meeting” made by Powell, second by Owen.

Motion carried by voice vote Ayes 7, Nays 0.

Meeting adjourned at 5:34pm

Next regular meeting scheduled for Monday, December 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
OCTOBER 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

Chair called meeting to order at 7:00 pm

II. PLEDGE OF ALLEGIANCE

Chair led pledge of allegiance

Present: Bob Ellick, Louise King, Tony Owen, Shelly Hilbert, Karen Ringler

Absent: Becky Powell, Maryevelyn Vu

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 King, second by Ringler

Motion carried by voice vote Ayes 5, Nays 0.

V. CONSENT AGENDA

A. Approval of September 27, 2021, meeting minutes

B. Approval of September 2021 Financial report

MOTION: "Approve consent agenda" made by Owen, 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
Library programs have been going well. Starting to set up for Christmas.

VII. UNFINISHED BUSINESS

A. Approval of Technology Budget

MOTION: "Approve Tech plan and updated tech budget and requests" made by King, second by Owen

Motion carried by voice vote Ayes 5, Nays 0.

B. Approval of posting for Director Position

MOTION: "Approve Personnel Committee to post Director's position using current Director Job Description" made by King, second by Owen

Motion carried by voice vote Ayes 5, Nays 0.

VIII. NEW BUSINESS

A. No new business

IX. COMMITTEE REPORTS

- A. Personnel Committee-None
- B. Policy Committee- None
- C. Bylaw Committee – None
- A. Technology Committee – Presented Tech Plan and Budget
- D. Finance Committee – None

X. AGENDA ITEMS FOR MONDAY NOVEMBER 22, 2021, MEETING

A. Status of Director posting and search

XI. BOARD COMMENT

What is the status of the Fire Barn removal?
Discuss a brunch to before next meeting

XII. ADJOURNMENT

MOTION: "Adjourn meeting" made by King, second by Ringler

Motion carried by voice vote Ayes 5, Nays 0.

Meeting adjourned at 7:40 pm

Next regular meeting scheduled for Monday, November 22, 2021, 7:00 pm at the library

Submitted by Secretary Owen

Approved by Board on 11/22/21