

**MINUTES**

**CEDAR SPRINGS PUBLIC LIBRARY  
REGULAR BOARD MEETING**

**MONDAY  
APRIL 23, 2018**

**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  
Present: Ellick, Owen, Powell, Babcock, Stark, King  
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. Board will not respond or discuss public comments unless Chair approves.

No oral or written comments given

**IV. APPROVAL OF THE AGENDA**

**MOTION:** "Approve changed agenda" made by Babcock, second by Stark  
Motion carried by voice vote Ayes 6, Nays 0

**V. CONSENT AGENDA**

- A. Approval of the Minutes of the Board meeting of March 26, 2018
- B. Approval of the Financial Report of March 26, 2018

**MOTION:** "Approve Consent Agenda" made by Owen, second by King  
Motion carried by voice vote Ayes 6 Nays 0

**VI. COMMITTEE REPORTS**

- A. Personnel Committee-Director Evaluation  
Chair Babcock handed out the Director evaluation forms for next meeting. There will also be an emailed copy sent out to Board members.

- B. Policy Committee-Policy changes Chapters 4-5  
Chair Owen handed out Section 1. Section 2 will be voted on next meeting. Going a little slower than expected on making changes
- C. Bylaw Committee – Ensure each trustee has copy of new Bylaws  
Chair Stark handed a clean final copy to Board members for their manuals.
- D. Technology Committee – None
- E. Finance Committee –Budget report  
Chair Powell answered any questions on new Budget. Copy of budget is in the Board packet.

**VII. DIRECTOR'S REPORT**

Director's full report is part of Board packet  
May 16 Tyrone Township will be visiting the Library. They are looking at building a new Library and want to see what we did. Summer Reading program is progressing.

**VIII. UNFINISHED BUSINESS**

- A, Approve Policy Chapters 1

**MOTION:** "Approve Chapter 1 as presented by Policy Committee" made by Powell, second by Babcock

Motion carried by voice vote Ayes 6 Nays 0

- C. Approve 2018-2019 Budget

**MOTION:** "Approve Budget 2018-2019 as presented by Finance Committee" made by Powell, second by Stark

Motion carried by voice vote Ayes 6 Nays 0

**IX. NEW BUSINESS**

None

**X. AGENDA ITEMS FOR TUESDAY MAY 29, 2018 MEETING**

- A. Vote on Policy update of Chapters 2
- B. Start Strategic Plan process
- C. Director Evaluation

**XI. BOARD COMMENT**

Owen presented Emergency Management training session outline and Strategic Plan outline.

Ellick notified Board he would not attend the next meeting.

King reported on the Grant training she attended.

**XII. ADJOURNMENT**

**MOTION:** "Adjourn meeting" made by Babcock, second by King.

Motion carried by voice vote

Meeting adjourned at 7:31 pm

Next regular meeting scheduled for Tuesday, May 29, 2018, 7PM at the Library

Submitted by Secretary Owen

Approved by Board on

*do*  
*5/29/18*