

## **MINUTES**

### **CEDAR SPRINGS PUBLIC LIBRARY REGULAR BOARD MEETING**

**MONDAY  
JULY 24, 2023**

**7:00 PM MEETING**

**CEDAR SPRINGS PUBLIC LIBRARY  
107 N Main Street, Cedar Springs, MI 49319**

#### **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 at 7:00 pm by Chair  
Present: AJ Anielski, Tony Owen, Maryevelyn Vu, John Lehmoine, Tim Smith,  
Mark Dykstra, Heidi Armock  
Absent: None  
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 to, or discuss, public comments unless the Chair approves. (Comments are not verbatim)

Laura (Asst Director) spoke about the library status and need of hiring 2 new staff. Spoke about having issues with teenagers and vandalism. Ask what the Board wanted to do on the directors' phone.

Rose commented about school districts and library usage. Passed out a flyer on KDL.

Donna, we need to work with Solna and see if something can be worked out.  
Mary said Rockford had what she needed. Did not know Solon paid into this library nor how much. Would like more communication from Solon.  
No other oral or written comments

#### **IV. APPROVAL OF THE AGENDA**

**MOTION:** "Approve agenda" made by Owen, second by Lehmoine.

##### **Discussion**

**MOTION:** "Amend Agenda with item D under new business concerning what info to tell staff about current status" made by Smith, second by Armock

Motion carried by voice vote Ayes 7, Nays 0.

Owen and Lehmoine agree to change their motion to read amended agenda

Motion carried by voice vote Ayes 7, Nays 0.

**V. CONSENT AGENDA**

- A. Approval and affirming of May 22, 2023, Meeting minutes
- B. Approval of May 2023 Financial report
- C. Approval of CBDT request to change outside benches

**MOTION:** “Approve consent agenda” made by Owen, second by Smith

Motion carried by voice vote Ayes 7, Nays 0.

**VI DIRECTOR’S REPORT**

Armock to fill in board

Armock stated the Asst Librarian had provided a report under public comment.

Nothing more to add.

**VII. UNFINISHED BUSINESS**

- A. Approval of any budget amendments for closing of year ending 6/30/23  
According to Treasure Armock there are no budget amendments to be made.

**MOTION:** “Approve closing the 2022/2023 budget” made by Owen, second by Armock

Motion carried by voice vote Ayes 7, Nays 0.

**VIII NEW BUSINESS**

- A. Election of officers

Chair turned meeting over to Secretary Owen

Owen announced elections were now open for Chair

Owen requested nominations for the position of Chair\

Lehmoine nominated Anielski for position of chair, second by Owen

Anielski accepted the nomination for Chair

Owen requested any other nominations for Chair

Armock nominated Smith for the position of Chair, second by Dykstra

Smith accepted the nomination for Chair

Owen requested any other nominations for chair (3x’s)

Owen closed nominations for chair

Owen opened voting for Chair

Anielski was nominated first so voting is open on his nomination for Chair

Ayes 4, Nays 3

Smith was nominated second so voting is open on his nomination for Chair

Ayes 3, Nays 2, Abstain 2

Owen reviewed voting with Board and no objections were voiced

Owen announced Anielski as the new Chair of the Library Board for 2023/2024

Owen turned meeting over to Chair Anielski for the rest of the elections

Anielski opened nominations for position of Vice Chair

Smith was nominated by Anielski, seconded by Vu

Smith accepted the nomination

Anielski requested any other nominations for Vice Chair (3x’s)

Anielski closed nominations for Vice Chair

Anielski opened voting for Vice Chair

Owen requested a unanimous vote for Smith  
Ayes 7, Nays 0  
Anielski announced Smith as the new Vice Chair for 2023/2024

Anielski opened nominations for position of Treasurer  
Armock was nominated by Owen, second by Smith  
Armock accepted the nomination  
Anielski requested any other nominations for Treasurer (3x's)  
Anielski closed nominations for Treasurer  
Anielski opened voting for Treasurer  
Ayes 7, Nays 0  
Anielski announced Armock as the new Treasurer for 2023/2024

Anielski opened nominations for Secretary  
Owen was nominated by Lehmoine, second by Anielski  
Owen accepted the nomination  
Anielski requested any other nominations for Secretary (3x's)  
Anielski closed nominations for Secretary  
Anielski opened voting for Secretary  
Ayes 7, Nays 0.  
Anielski announced Owen as the new Secretary for 2023/2024  
Anielski announced elections of officers was closed, congratulated the new officers  
and continued the meeting

B. Approval of meeting schedule for 2024

**MOTION:** "Approve Board meeting schedule for 2024" made by Owen, second by  
Anielski  
Motion carried by voice vote Ayes 7, Nays 0.

C. Approval of Holiday closing schedule for Library for 2024

**MOTION:** "Approve Holiday closing schedule for Library adding Juneteenth (6/19/24)"  
made by Anielski, second by Armock  
Motion carried by voice vote Ayes 7, Nays 0.

D. Discussion of Staff statement to Public  
Discussion resulted in and addition to the current posting and staff info  
"Update of 7/24/23"  
"Contact City of Cedar Springs at the listed number and website"  
"Contact the Solon Township office at the listed number and website"  
Asst Director was also part of this discussion

**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 AUGUST 28, 2023, MEETING**

- A. Personnel committee report on new hirings

- B. Discussion concerning any new information for posting and staff
- C.

#### **XI. BOARD COMMENT**

Discussion of various issues

Smith voiced the ability for everyone to cooperate and keep improving the library and thanked staff for their work.

Lehmoine stated we need to keep optimistic and do the best we can do

Owen voiced his concerns about how the city has not been contributing what it was supposed to in the past verse the statements by the city that Solon has been paying its fair share.

#### **XII ADJOURNMENT**

**MOTION:** "Adjourn meeting" made by Owen, second by Dykstra

Motion carried by voice vote Ayes 7, Nays 0

Meeting adjourned at 8:26 pm

Next regular meeting scheduled for Monday, August 28, 2023, 7:00 pm at the library.

Submitted by Secretary Owen

Approved by Board on 8/28/23

Attachments

Board Meeting Schedule 2024

Holiday Closings 2024

Email from Community Building Development Team

**From:** Heidi Armock <heidiarmockcspl@gmail.com>  
**Sent:** Tuesday, July 11, 2023 10:58 AM  
**To:** suewolfe33; A.J. Anielski; Tony O  
**Subject:** Re: Benches

Thank you, Sue!

AJ and Tony....forwarding this for the packet.

Heidi

On Tue, Jul 11, 2023, 10:21 AM suewolfe33 <[suewolfe33@gmail.com](mailto:suewolfe33@gmail.com)> wrote:

Dear Library Board,

Thank you for working with the Community Building Development Team (CBDT) on placement of the newly donated benches.

We had three new benches donated to the CBDT. Since we do not yet have enough cement pads in the park, we needed a location for one of those benches. We also wanted the benches in the park to match in design.

Therefore, we purchased two new matching sliding benches with a flag painted on them. These were placed at the library. The name plate of Heather Wolfe was reinstalled on one of the new benches. This maintained the same location for her bench. The black bench previously located at the library was moved to the park.

The CBDT is working with the city on a permanent location of benches and once that is completed, they will be secured to the ground.

We will continue to work together with all interested parties as we strive to serve our residents.

If you should have questions please feel free to contact me.

Thank you.

Sue Wolfe  
Secretary of CBDT

Sent from my Verizon, Samsung Galaxy smartphone

## 2024 Holiday Closure Schedule for the Cedar Springs Public Library

### **January**

1/1/24- New Year's Day

1/15/24- Martin Luther King, Jr. Day

### **February**

2/19/24- President's Day

### **May**

5/27/24- Memorial Day

### **June**

06/19/24- Juneteenth

### **July**

7/4/24- Independence Day

### **September**

9/2/24- Labor Day

### **November**

11/11/24- Veterans Day

11/28/24- Thanksgiving Day

11/29/24- Observing Thanksgiving Day Weekend

11/30/24- Observing Thanksgiving Day Weekend

### **December**

12/24/24- Christmas Eve

12/25/24- Christmas Day

12/26/24- Observing Christmas

12/31/24- Observing New Year's Eve

Board Approved 07/24/23

# CEDAR SPRINGS PUBLIC LIBRARY BOARD MEETING SCHEDULE

All Meetings Are Held At 7:00 P.M. at:  
Cedar Springs Public Library  
107 N. Main St.  
Cedar Springs MI 49319  
Phone 616-696-1910

**Calendar Year 2024**



January 22  
February 26  
March 25  
April 22  
May 28  
June 24  
July 22  
August 26  
September 23  
October 28  
November 25  
December 16