

MINUTES

**CEDAR SPRINGS PUBLIC LIBRARY
REGULAR BOARD MEETING**

**MONDAY
MAY 22, 2017**

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, Babcock, Powell, King
Absent: Hall, Stark

II. 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.

Rose Powell addressed the Board about there being a need for a barrier to prevent cars from driving down the path behind Library. Chair thanked Rose for her concerns and said CBDT and City should be informed of this as it is not under Library control.
No other written or oral comments

III. APPROVAL OF THE AGENDA

MOTION: "Approve agenda" made by Owen, second by Powell
Motion carried by voice vote

IV. CONSENT AGENDA

- A. Approval of the Minutes of Board meeting April 24, 2017
- B. Approval of Financial report for April 2017

MOTION: "Approve consent agenda" made by Powell, second by Babcock
Motion carried by voice vote

V. COMMITTEE REPORTS

- A. Personnel Committee – None
- B. Policy Committee – None
- C. Bylaw Committee – None
- D. Technology Committee – None

- E. Finance Committee – Discussed money spent on construction, currently working on final billing figures with CDBT and City. Various signs are still needed and ensuring all credits are properly applied

VI. DIRECTOR'S REPORT

Directors report is attached as part of the Board packet.
No questions on Directors report. Summer Reading program to kick off shortly. Handout on program given to Board.

VII. UNFINISHED BUSINESS

- A. Update of Library Project-Duane McIntyre
Currently working on landscaping of Library grounds. Will have hydro mulch applied shortly. Working with landscaper to install all the plants. Concrete for pads for benches and other fixtures being poured shortly. Director will be getting a folder from Nugent with all warranties and owner manuals. Certificate of completion was issued April 17, 2017 which means building is now the Library's.

- B. Lease agreement with City

MOTION: "Approve lease "with change in term to read "term of 3 years with right to renew at that time" as only change and the rest approved as written" made by Powell, second by Babcock.
Motion carried by voice vote

- C. Budget Approval 2017-2018

MOTION: "Table budget for June meeting" made by Babcock, second by Ellick
Motion carried by voice vote.

VIII. NEW BUSINESS

- A. Payment Document for Consideration- Duane McIntyre

MOTION: "Approve \$2309.00 dollars for payment to Shaner Nursery" made by King, second by Powell
Roll call vote: Ayes 5, Nays 0, Absent 2
Motion carried

MOTION: "Approve \$1080.00 dollars for payment to Almighty Concrete" made by Powell, second by King
Roll call vote: Ayes 5, Nays 0, Absent 2
Motion carried

MOTION: "Approve \$49219.80 for payment to Nugent Construction for monthly draw"
Made by Babcock, second by Owen
Roll call vote: Ayes 5, Nays 0, Absent 2
Motion carried

- B. Change order approvals
There were a couple change orders that had come through but McIntyre was not agreeing to them so they were not present to Board for approval.

- C. Rental agreement Policy

MOTION: "Approve rental agreement as rewritten by Board" made by Owen,

second by Babcock.
Motion carried by voice vote
(Secretary note: Powell kept track of changes and will send a clean copy to
Director for use and posting on website)

IX. AGENDA ITEMS FOR MONDAY JUNE 26, 2017 MEETING


- A. Payment Document for Consideration- Duane McIntyre
- B. Budget approval for 2017/2018
- C. Receipt of new contract between Solon and City concerning coverage area increase

X. BOARD COMMENT

Happy birthday to Powell and Stark. Cookies and drink available.

XI. ADJOURNMENT

MOTION: "Adjourn meeting" made by Babcock, second by King
Motion carried by voice vote.
Meeting ended at 8:59 pm

Next regular meeting scheduled for Monday June 26, 2017, 7PM at the Library
Submitted by Secretary Owen 
Approved by Board on June 26, 2017