

MINUTES

**CEDAR SPRINGS PUBLIC LIBRARY
REGULAR BOARD MEETING**

**MONDAY
October 22, 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

Meeting called to order by Secretary Owen
Present: Owen, Babcock, Weidenfeller
Absent: Ellick, Powell, Stark, King
Quorum not present

II. PLEDGE OF ALLEGIANCE

Secretary Owen 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 oral or written comments made.

IV. APPROVAL OF THE AGENDA

No quorum for approval

V. CONSENT AGENDA

- A. Approval of the Minutes of the Board meeting of September 24, 2018
- B. Approval of the Financial Report of September 24, 2018

No quorum for approval.

VI DIRECTOR'S REPORT

Director's full report is part of Board packet

Director Clark spoke about a couple items not in report. Will do a report at next meeting

VII. UNFINISHED BUSINESS

A. Strategic Plan Process-Survey results

Weidenfeller presented her report on the survey results. Discussed next steps in the process. Recommended Board members be notified and reminded of a study session before next meeting. Process calls for committee chairs to hold meetings this month to come up with 3 long term, 3 short term, and 3 ongoing goals for presenting at next meeting study session. Secretary Owen indicated he would notify Board members: 1) Of need for committee meetings before next Board meeting 2) Study meeting at 6 pm before next meeting, also a potluck 3) Will provide members with another copy of survey results for their committee meeting.

IX NEW BUSINESS

A. Ice Breakers for Library Roof- Accepting Bid

Director Clark proved an email from City indicating they are putting out the requirements for bids for the ice breaker system. Action by the Board will be in hold until the City comes back to the Board. Secretary Owen indicated a copy of the email would be sent to Board members for their information.

B. Donor recognition display in Library

No quorum for approval. Will be placed on next meeting's agenda

C. Security Camera presentation

Greg Mannino of VSS (Video Security Solutions) was present to provide a presentation to the Board of what he saw as needs and possible solutions to the Library's need for increased security via camera systems. Discussed with Board 4 proposed configurations at varying cost levels. Secretary Owen apologized for the full Board not being here and requested Mr. Mannino to come back and speak to full Board at next meeting, which he agreed to do. Secretary Owen will provide Board members copies of his proposals prior to next meeting.

X. COMMITTEE REPORTS

A. Personnel Committee- None

B. Policy Committee-Manual update

Polidies and Bylaws are complete. Several smaller sections dealing with personnel and finance need to be completed before new books can me put together.

C. Bylaw Committee – None

D. Technology Committee – None

Will be working on updated plan with Director and Nick Heilmer (Contracted IT person)

E. Finance Committee – None

XI. AGENDA ITEMS FOR MONDAY NOVEMBER 27, 2018 MEETING

- A. Strategic Plan process update
- B. Donor recognition display in Library
- C. Security camera presentation

XII. BOARD COMMENT

None

XIII. ADJOURNMENT

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

Carried by voice vote Ayes 3, Nays 0.

Meeting adjourned at 8 pm

Meeting and Potluck scheduled for Monday November 26, 2018, 6 pm at the Library

Next regular meeting scheduled for Monday, November 26, 2018, 7PM at the Library

Submitted by Secretary Owen

Approved by Board on 11/26/18