

**CEDAR SPRINGS PUBLIC LIBRARY
REGULAR BOARD MEETING**

MONDAY, FEBRUARY 28, 2011

7:00 PM MEETING

**CEDAR SPRINGS PUBLIC LIBRARY
43 W. CHERRY STREET**

**Cedar Springs Public Library
Mission Statement**

The mission of the Cedar Springs Public Library is to provide quality materials and services which fulfill the educational, informational, cultural and recreational needs of our diverse community in an atmosphere that is welcoming and promotes lifelong learning.

I. CALL TO ORDER

Meeting called to order by Amy at 7:00 pm

II. ROLL CALL

AMY HALL- Chair Present
EARLA ALBER - Vice-Chair absent with notification
ARDENA ROBERTS – Treasurer present
CHRISTINE FAHL – Trustee present
BOB ELLICK – Trustee present
TONY OWEN – Trustee delayed 10 minutes
VICKI BABCOCK – Trustee present

Quorum is present.

III. ELECTION OF SECRETARY

Moved to unfinished business agenda item as Tony had not yet arrived per Chairperson

IV. PUBLIC FORUM

No comments written or verbal

V. APPROVAL OF THE AGENDA

Motion made by Bob Ellick to approve agenda, second by Christine Fahl, motion carried voice vote.

VI. CONSENT AGENDA

- A. Approval of the Minutes of the Board meeting of January 24, 2011
- B. Approval of Treasurer's Report of January 24, 2011

Motion by Ardena Roberts to approve the consent agenda, second by Vicky Babcock, motion carried voice vote.

VII. CORRESPONDENCE

A. State Representative Peter MacGregor

Donna stated that she responded to letter and would give a copy to the board for their next meeting in March

VIII. COMMITTEE REPORTS

- A. Personnel Committee - nothing to report
- B. Policy Committee - nothing to report
- C. Bylaw Committee - nothing to report
- D. Technology Committee - nothing to report

IX. UNFINISHED BUSINESS

A. New Library Building Committee vacant Solon position

Christine made the motion to select Tony to fill the vacant position for the library building committee, Ardena seconded; motion carried voice vote.

Amy will notify Christine Burns that we have filled the position. Donna informed us that this is an open meeting and that we are welcome to attend.

B. Election of Board Secretary

Motion was made and seconded to appoint Tony as the board secretary. Motion approved by voice vote and Tony accepted position

X. NEW BUSINESS

A. Trustee Workshop at the Kentwood Branch of KDL, April 28, 2011 from 8:30am-3:30pm

Donna provided the Board information concerning this workshop. Board discussed. Donna will make the reservations of Board members who wish to go and send application with appropriate fee to KDL before deadline to register.

B. Paperless Board Packets

Board discussed what would be involved in paperless packets, what type of computer equipment would be needed and what did each Board member have. Several areas of need were found. Christine discussed "all-in-one" printer/scanners to assist in paperless board packets.

Tony talked about the need for a new fax machine for the library and one for Donna and staff for library business. Current fax is 10 years old and acting up.

No vote is needed as the cost for these items will be under the \$500.00 cap. Board has previously authorized the Director. Board agreed with Donna in the need for the new items. Christine volunteered to help Donna in selection and pick up.

It was suggested by the Board that Donna donate her current (library issued) laptop and purchase another for her use for library business.

XI. DIRECTOR'S REPORT

Donna spoke of the first grade library card and the reading celebration at the Kent Theater where they watched Mogi Bear and enjoyed popcorn. She stated that they had over 200 people attend. Also spoke of the Pink and Purple party for ages four through eight.

Donna requested we think about getting a projector and screen along with a license to show movies, informational materials, and presentations. *To be added to agenda for March meeting*

XII. AGENDA ITEMS FOR MARCH

1. Projector and screen and license to show movies, etc.
2. Cookbook fundraiser.

XIII. INFORMATIONAL ONLY

1. Newspaper articles, POST 1/27, 2/14, 2/17 (2 articles), 2/24
2. Newspaper article, BUGLE 1/1/2011

XIV. BOARD COMMENT

Vicky introduced a concept to create a cookbook as a fundraiser. *This was added to the agenda for March.*

XV. ADJOURNMENT

Motion made by Tony to adjourn, second by Bob. Meeting adjourned at 7:45 pm by voice vote
Next meeting scheduled for March 28, 2011, at 7:00 pm, at the Library.

Recorded by (Acting Secretary) _____ VICKY BABCOCK _____ 

Recorded by (Newly elected Secretary) _____ *Tony Owen* _____ 

Final Minutes approved _____ March 28, 2011 _____