

MINUTES

**CEDAR SPRINGS PUBLIC LIBRARY
REGULAR BOARD MEETING**

MONDAY, FEBRUARY 25, 2013

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

II. ROLL CALL

EARLA ALBER – Chair-present
CHRISTINE FAHL - Vice-Chair-present
ARDENA ROBERTS – Treasurer-present
BOB ELLICK – Trustee-present
TONY OWEN – Secretary-present
VICKY BABCOCK – Trustee-present
BECKY POWELL- Trustee-absent

Quorum is present

111. APPROVAL OF THE AGENDA

Motion: “Approve the Agenda with the change of moving New Business item C. Fiscal History-Karen to above committee reports” made by Fahl second by Babcock
Motion carried by voice vote

IV. PUBLIC FORUM

Any citizen who wishes to address the Library Board on a topic not on the agenda shall limit their comments to two minutes, unless the chairperson deems otherwise.

No oral or written comments made

V. CONSENT AGENDA

- A. Approval of the Minutes of the Board meeting of January 28, 2013
- B. Approval of Treasurer’s Report of January 28, 2013

Motion: “Approve consent Agenda” made by Fahl second by Owen.
Motion carried by voice vote.

VI. CORRESPONDENCE

No correspondence this meeting

VII. New Business

C. Fiscal History-Karen

Karen Mushong, Financial Director for the City of Cedar Springs provided the Board with extensive information concerning the historical perspective of Library finances and future predictions of revenue and costs. She also provided Board with site information on properties around the proposed new Library site. The Board thanks Karen for all the work she put into this presentation and will review it carefully.

Treasurer Roberts and Karen Mushong made a recommendation the Board invest some of its current savings.

Motion: "To invest \$120,000.00 into an investment for 12 months as determined by the Treasurer and the City of Cedar Springs Financial Manager." made by Owen second by Fahl.

Motion carried by voice vote

VIII. COMMITTEE REPORTS

A. Personnel Committee –

Start of Directors Evaluation. Evaluations have been turned in and in process of compiling information. Chair requested evaluation be placed on the next Agenda prior to Adjournment.

B. Policy Committee –

Review of Open Meeting Act Policy changes. Posting policy to be updated

C. Bylaw Committee –

Update meeting scheduled for 3/5/13

D. Technology Committee –

The Library's website is to be handled privately in house. Charter will be the Internet provider for the Library

IX. UNFINISHED BUSINESS

A. Fundraising

There will be a final total at the March meeting

B. Information from City and Library Board concerning operations-Tabled last meeting.

Meeting scheduled with City date to be determined.

C. Strategic Plan Review-Tabled last meeting. Continued because of City/Library issues and upcoming meeting.

D. Report on Building Committee

Chair reported committee will be made up of five members. Bob Ellick accepted appointment to the Committee.

E. Community Survey

Board has not received information for its approval at this time.

X. NEW BUSINESS

A. Pest control

Motion: "Refer this topic to the Policy Committee" made by Ellick second by Fahl.

Motion carried by voice vote

B. 2012-2013 Budget Amendments

Board discussed changes needed in budget.

Motion: "Accept proposed amendments to the 2013-2013 Budget" made by Fahl second by Babcock.

Motion carried by voice vote

C. Fiscal History-Karen

Item was presented and discussed earlier in meeting

XI. DIRECTOR'S REPORT

Purchased chairs from Gaines Township. Library received a shelving donation from a former Library in Caledonia. Friend the Chamber of Commerce for Cedar Springs to get updates on community activities. Complete Directors report is available on the Library Website.

XII. AGENDA ITEMS FOR MARCH 25th MEETING

- A. Directors Evaluation
- B. Policy on Pest Control
- C. By-law committee report
- D. Items for City/Library meeting

XIII. INFORMATIONAL ONLY

No information to present

XIV. BOARD COMMENT

No Board comments

XV. ADJOURNMENT

Motion: "To adjourn meeting" made by Ellick second by Alber
Motion carried by voice vote. Meeting adjourned 8:10 pm

Next meeting scheduled for Monday March 25, 2013, 7pm at the Library

Approved by Board March 25, 2013
Submitted by Secretary Owen

