

MINUTES

**CEDAR SPRINGS PUBLIC LIBRARY
REGULAR BOARD MEETING**

MONDAY, JANUARY 28, 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

Meeting called to order at 7:00 pm by Chairperson. Chair would like to acknowledge the Honorable Mayor of Cedar Springs present in the observing public of the meeting.

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 w/Notification

Quorum is present

111. APPROVAL OF THE AGENDA

Motion: “Approve Agenda” made by Owen second by Fahl
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 written or oral comments.

V. CONSENT AGENDA

- A. Approval of the Minutes of the Board meeting of November 26, 2012
- B. Approval of Treasurer’s Report of November 26, 2012

Motion: “Approve Consent Agenda” made by Ellick second by Fahl.
Motion carried by voice vote.

VI. CORRESPONDENCE

No correspondence

VII. COMMITTEE REPORTS

- A. Personnel Committee – Start of Directors Evaluation
Personnel Committee will send out evaluation forms and last years evaluation for Board members to begin evaluation of Director. This evaluation will be conducted at the March 25th Board meeting.
- B. Policy Committee –
Policy committee is reviewing current policies in light of changes in open meetings act. Also on hold currently is review of policies involved with City and Library operation meetings.
- C. Bylaw Committee – Updates
Bylaw Committee is to review current bylaws in respect to meetings information between City and Library.
- D. Technology Committee – Internet Service Report/Website Report
New Internet service provider is Charter Cable. Website review is ongoing to ensure compliance with changes in Open Meetings Act.

IX. UNFINISHED BUSINESS

- A. Fundraising
Babcock reported the fundraising committee had met its goal for the matching funds. All the totals are not in yet but currently we are over \$69,000.00
- B. Information from City and Library Board concerning operations
City and Library Board will meet to discuss issues involving budgets and funding along with lease. Board Chair reported on recent meeting with City.

X. NEW BUSINESS

- A. Strategic Plan Review-
Motion” “Table this item” made by Owen second by Babcock.
Motion carried by voice vote.
- C. City/Library Operations Lease/Contract of Services
Motion: “Table this item” made by Owen second by Babcock
Motion carried by voice vote.
- D. Building Committee
Board discussed make up and how to structure Committee. Chair will set up a Special Committee reporting directly back to the Board focusing on review of current plans and drawings looking at their still being viable and usable to go forward with or recommend actions Board may want to take to update plans. Chair will assign 5 to 7 community members. Chair will report names at next meeting and provide other direction for the Committee.
- E. Michigan Open Meetings Act
The Open Meetings Act has been updated and requires a review of Library Policies concerning the changes. Main changes involved the use of websites and what has to be published on them. Referred to Policy and Technology Committee’s
- F. Community Survey
Board will need to review and approve a draft of survey before it is sent to the community

XI. DIRECTOR'S REPORT

Director reviewed several upcoming Library projects. Complete report is to be published on the website.

XII. AGENDA ITEMS FOR FEBRUARY 25th MEETING

- A. Treasurer Report on investing of funds
- B. Chair report on Building Committee
- C. Strategic Plan Review
- D. City/Library Board Lease/Contract of Services

XIII. INFORMATIONAL ONLY

No information to report

XIV. BOARD COMMENT

Board members wish Happy Birthday to Board Chair Earla Alber
Board would like to thank member Babcock for all her efforts and the fundraising committee for all the wonderful work and reaching our goals this year.

XV. ADJOURNMENT

Motion: "Adjourn the meeting" made by Owen second by Babcock
Motion carried by voice vote.
Meeting adjourned at 8:20 pm

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

Approved by Board February 25, 2013

Submitted by Secretary Owen



A handwritten signature in black ink, appearing to read 'Owen', is written over a horizontal line.