

MINUTES

**CEDAR SPRINGS PUBLIC LIBRARY
REGULAR BOARD MEETING**

MONDAY, JUNE 24, 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 Chair

II. ROLL CALL

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

Quorum is present

111. APPROVAL OF THE AGENDA

Motion: “Approve the Agenda” made by Owen second by Fahl.
Motion passed by voice vote

IV. PUBLIC FORUM

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

Any citizen who wishes to speak on a topic already on the **approved** agenda will respectfully request to do so during the time of discussion of that agenda item, be recognized by the Chair, and limit your 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 May 28, 2013
- B. Approval of Treasurer’s Report of May 28, 2013

Motion: 'Accept the Consent Agenda' made by Babcock second by Owen.
Motion passed by voice vote

VI. CORRESPONDENCE

1. Appreciation Note from the Springs Church
2. Thank you notes from the 3rd Grade (Field Trips)

VII. COMMITTEE REPORTS

- A. Personnel Committee –

Motion: "Change title name in Bylaws to Personnel and Compensation Committee"

Motion carried by voice vote. Bylaw committee to update Bylaws

- B. Policy Committee – none

- C. Bylaw Committee – none

- D. Technology Committee – none

- E. Finance Committee-

Board discussed make up of committee and duties. Treasure plus 2 other Board members to serve for 1 year terms. Duties include the review of monthly expenses, the review of and making recommendations to Director on Annual Budget. To recommend to Board accountant and auditor services. These duties are not all inclusive. Any other ideas please send to Roberts. Bylaw committee will update Bylaws

- F. Building Committee- Now has its 5 members and are to start meetings. Will report at next meeting.

VIII. UNFINISHED BUSINESS

- A. Strategic Plan Review-Tabled from last meeting

Motion: "Table until next meeting" made by Owen second by Fahl.

Motion carried by voice vote

- B. Lease Agreement

Board reviewed Lease and had some questions. Chair will take these questions back to the City for discussion.

IX. NEW BUSINESS

- A. Report by Chair concerning recent city council meeting

City gave permission to Library to build on all the property currently being considered. City will continue to provide financial services until end of year at which time Library will have to provide its own financial services. City will monitor costs so Library will have an estimate of how much it costs for financial services. Library Board wishes to thank the city for its cooperation during this transition time.

- B. Library Budget Amendments 2012-2013

Motion: "Accept amendments as written" made by Ellick second by Owen

Motion passed on voice vote.

X. DIRECTOR'S REPORT

Director reviewed the Summer Reading program and the various upcoming activities. The Library staff and Board picnic will be in August

XI AGENDA ITEMS FOR JULY 22th MEETING

- A. Board Elections

- B. Lease finalization
- C. Survey update

XI. INFORMATIONAL ONLY

None to report

XII. BOARD COMMENT

Ellick asked Board to provide him with any recommendations for engineers or architects they may know of.

Babcock asked for help in folding surveys for going out to residents.

Earla commented we may be able to save postage by sending them out bulk mail if needed.

Powell voiced concerns about the Executive session Board went into to discuss previous Resolution from EnGedi

XIII. ADJOURNMENT

Motion: "Adjourn meeting" made by Ellick second by Babcock.

Motion passed by voice vote.

Meeting ended at 8:00 pm

Next regular meeting scheduled for Monday July 22, 2013, 7PM at the Library

Approved by Board Monday July 22, 2013

Submitted by Secretary


