

MINUTES

**CEDAR SPRINGS PUBLIC LIBRARY  
REGULAR BOARD MEETING**

**MONDAY, APRIL 22, 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 was called to order at 7:00 pm by Chair

**II. ROLL CALL**

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

**III. APPROVAL OF THE AGENDA**

**Motion: “Approve Agenda with addition of “Item D. Lease Agreement” under new business”** made by Babcock second by Roberts.

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 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 March 25, 2013
- B. Approval of Treasurer's Report of March 25, 2013
- C. Approval of the Minutes of the Joint City/Library Board Meeting of March 28, 2013

**Motion: "Accept the consent agenda"** made by Roberts second by Owen  
Motion carried by voice vote

**VI. CORRESPONDENCE**

No correspondence

**VII. COMMITTEE REPORTS**

- A. Personnel Committee – None
- B. Policy Committee – None
- C. Bylaw Committee – None
- D. Technology Committee -Update on Internet Changeover  
Installation of new firewall will start May 22, 2013 and should be up and running by 6/1/2013.

**VIII. UNFINISHED BUSINESS**

- A. Strategic Plan Review-Tabled last meeting  
**Motion: "Table for next meeting"** made by Owen second by Babcock  
Motion carried by voice vote
- B. Report on Building Committee  
Currently committee has 4 solid members. Meetings should begin shortly. Chair is working to fill 5<sup>th</sup> seat to complete committee.
- C. Survey-Tabled from last meeting  
Any last suggestions for the survey are to be forwarded to the Chair by May 15, 2013 so they can be forwarded to Fundraising group for final formatting and then to board for final approval. The survey will then be forwarded to proper authority for inclusion in the June tax bill mailings.
- D. Fundraising –BABCOCK and POWELL  
Babcock reports the total money raised was approx. \$74,000.00 plus the \$50,000.00 match. Library now had approx. \$576,000.00 in the building fund. Library Board wishes to thank the community, businesses, and all those volunteers who helped make this past year of fundraising and fun such a success. This gives us a great push to building the new library. A lot of work is still to come to build the new library, so look for new ideas in fundraising, some plans coming out for new building, and chances to volunteer coming soon.  
Powell reports a fundraising group named "The Community Fundraising Committee" continues to work to write grants, look for foundation funding, and private sources of funding to help build the new Library.  
Director Clark informed the Board of notification of a \$5000.00 award as result of a grant written for the new Library.

**IX. NEW BUSINESS**

- A. Discussion regarding EnGedi  
Powell presented information on EnGedi. Board discussed collaboration with the organization.

**Motion: "Hold a special meeting on May 13, 2013 at 7:00 pm at the Library for the purpose of discussing with the EnGedi representatives a possible collaboration with them in building the new Library"** made by Ellick second by Babcock.

Motion carried by voice vote.

Director Clark is instructed to make all proper posting for the Special Meeting.

- B. Directors report on website  
Director Clark was still checking with other Directors on how they handle the Director report posting. Place on next month's agenda as Board would also like to know if page counts are available if we post it on our website.
- C. Finance Committee Establishment  
Chair appointed Treasurer Roberts (chair), Vice Chair Fahl, and Trustee Powell to a Finance committee to oversee the new Library funds and make recommendations to Board on expenditures from this fund.
- D. Lease Agreement  
Board discussed lease and raised several issues of concern in it. Chair noted these and will discuss with the City.

#### **IX. DIRECTOR'S REPORT**

Director Clark informed the Board of a new hire Laura Parks. The Board sends her a warm welcome into our Library family.

Posting of Directors report has been referred to the Technology Committee.

Summer Reading program is developing well and we are getting a lot of community and business involvement.

#### **XI AGENDA ITEMS FOR MAY 28<sup>th</sup> MEETING**

- A. Survey finalization
- B. Strategic plan
- C. Lease Agreement with City

#### **XII. INFORMATIONAL ONLY**

None

#### **XIII. BOARD COMMENT**

Ellick commented the Board will have to carefully consider the site plan for the new Library as the recent floods had shown one of our current choices was totally under water from the creek.

#### **XIV. ADJOURNMENT**

**Motion: "Adjourn meeting"** made by Owen second by Ellick

Motion carried by voice vote

Meeting ended at 8:19 pm

Next regular meeting scheduled for Tuesday May 28, 2013, 7PM at the Library

Approved by Board May 28, 2013

Submitted by Secretary Owen

