MINUTES

CEDAR SPRINGS PUBLIC LIBRARY
REGULAR BOARD MEETING

MONDAY
DECEMBER 19, 2022

7:00 PM MEETING

CEDAR SPRINGS PUBLIC LIBRARY
107 N Main Street, Cedar Springs, MI 49319

Cedar Springs Public Library
Mission Statement

The mission of the Cedar Springs Public Library is to provide quality materials and services to educate, inform, teach, and partner with our diverse community in an atmosphere that is welcoming and promotes lifelong learning.

I. CALL TO ORDER

Chair called the meeting to order at 7:00 pm
Present: Bob Ellick, Tony Owen, Becky Powell, Maryevelyn Vu, Karen Ringler, Heidi Armock,
Absent: Shelly Hilbert
Quorum present

II. PLEDGE OF ALLEGIANCE

Chair led the pledge

III. PUBLIC FORUM

Any citizen who wishes to address the Library Board on a topic shall be recognized by the Chair and limit their comments to two minutes unless the chairperson deems otherwise. The Board will not respond, or discuss, public comments unless the Chair approves.

Mayor Pamela Conley requested to make a presentation to Louise King (recently past trustee) and Becky Powell (leaving trustee) for their service and years of being on the Library Board. Chair allowed this and pictures were taken. Mayor also had cake for after the meeting.

Supervisor Kevin Green from Algoma Township informed the Board that Algoma Township would like to enter discussions for library services from the Cedar Springs Public Library.

Letter from City of Cedar Springs to Algoma Township Supervisor Kevin Green was entered into the record per request of Trustee Armock.
Letter and email from City of Cedar Springs to Solon Township Supervisor Bob Ellick was entered into the record per request of Mayor Pamela Conley

IV. APPROVAL OF THE AGENDA

MOTION: "Approve agenda "made by Powell, second by Owen
Motion carried by voice vote Ayes 6, Nays 0.

V. CONSENT AGENDA

A. Approval of November 28, 2022, Meeting minutes
B. Approval of November 2022 Financial report

MOTION: "Approve consent agenda" made by Owen, second by Vu
Motion carried by voice vote Ayes 6, Nays 0.

V. DIRECTOR'S REPORT

Director's full report is part of Board packet
Subaru dealership provided 30 books to the library. A generous donation has been received to be used in making the children's area more comfortable for children to use and the desks will be moved to another area to enhance teen usage
By Law review was completed and Director recommends no changes be made.
Director requests Board members help in getting new Friends of the Library

MOTION: "Approve Bylaws recommendation with next review by end of 2024"
Made by Owen, second by Powell
Motion carried by voice vote Ayes 6, Nays 0.

VIII. UNFINISHED BUSINESS

A. None

IX. NEW BUSINESS

A. Acceptance of Mark Dykstra as new Library Board trustee from the City of Cedar Springs
Mark Dykstra not present. Mayor Pamela Conley informed Board he has taken oath of office with City Manager.

B. Approval of renewal of Student restricted Library card policy

MOTION: "Approve renewal of Student restricted library card policy without termination date" made by Powell, second by Owen
Motion carried by voice vote Ayes 6, Nays 0.

C. Approval of renewal of Emergency Covid procedures

MOTION: "Approve continuation of procedures but refer to Policy committee"
Made by Owen, second by Powell
Motion carried by voice vote Ayes 6, Nays 0.

X. COMMITTEE REPORTS

A. Personnel Committee - None
B. Policy Committee - None
C. Bylaw Committee – None
A. Technology Committee – None
D. Finance Committee – None

XI. AGENDA ITEMS FOR MONDAY JANUARY23, 2023, MEETING

A. Approval of budget adjustments
B. Assignment by Chair of Strategic Plan committee

XII. BOARD COMMENT

Chair wishes to thank Powell and King for all the service they have given to the library.
Owen informed trustee's new manuals are being put together for those who need one.
Powell wishes to thank everyone for letting her serve on the Board and for all the help she has received.
Armock wanted letters made part of the public record

XIII. ADJOURNMENT

MOTION: "Adjourn meeting" made Owen, second by Powell
Motion approved by voice vote Ayes 6, Nays 0.
Meeting adjourned at 7:32 pm
Next regular meeting scheduled for Monday, January 23, 2023, 7:00 pm at the library.
Submitted by Secretary Owen
Approved by Board on 1/23/23

City Manager

From: City Manager
Sent: Tuesday, December 6, 2022 2:05 PM
To: Bob Ellick - Solon Township Supervisor; clerk@solontwp.org
Subject: Cedar Springs library budgetary support
Attachments: Solon Twp funding letter.pdf

Mr. Ellick and Ms. Willoughby,

I have noticed that the Cedar Springs community library's budget is struggling to thrive as we had hoped when the new building opened in 2017. The City strongly believes in the value of the Library organization and we want it to support our communities to the best of its ability. This past year, the City increased its support of the Library from 0.88 mills to our current 1.22 mills, we felt that this was necessary to make up for some of the budgetary difficulties that the library had been facing. With this change however, the City and the Township's support for the Library is increasingly stark in its differences. The City's 1.22 mills to the Library are triple the Township's 0.4 mills, which results in the City paying approximately $109K to the Library compared to the Township's $83K. This is despite Township residents using 57% of the Library's services compared to City residents using 43% of those services.

I am asking that the Township Board consider increasing its support of the Library to match the City's contribution of 1.22 mills to help make the Library and its services top-notch for all of our residents, please provide a copy of the attached letter to the rest of the Board members and please add this to your next agenda for discussion or as a communication from the City. Hard copies to follow.

Thanks,

Mike Womack- City Manager
City of Cedar Springs
66 S Main St, Cedar Springs, MI 49319
(616) 696-1330 x104
City Hall Hours M-Th 7:30am to 5:30 pm

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City Manager's Office

Cedar Springs City Hall
66 S. Main St. PO Box 310
Cedar Springs, MI 49319

12-06-22

Supervisor Robert Ellick
and the Solon Twp. Board
15185 Algoma Ave. NE
Cedar Springs, MI 49319

RE: Library Services funding

Mr. Ellick,

The City of Cedar Springs has been grateful for the support that Solon Township has provided to the Cedar Springs Community Library, which Cedar Springs and Solon Residents have jointly used and enjoyed since early 2017.

I acknowledge that the Library Services Agreement between the City and the Township states that Solon would provide funding "equivalent to four-tenths (4/10) mills based on the taxable value of property in the Township" to the library's yearly budget, but it was my understanding that the Township would gradually increase that funding level to match its citizens' use of the Library's resources. At the time of the original agreement, neither the City nor the Township knew what the costs or the usage of the new library would be and the 4/10 mills support from the Township was a guess as to what would be fair. At the time, the City of Cedar Springs was paying 0.88 mills to the Library, but the City has since increased the City's contribution to 1.22 mills to make up for some of the Library's budgetary shortcomings.

In 2022, the 6,500 residents of Solon Twp. used approximately 57% of the library's services and resources while the City's 3,600 residents used 43% of those services and resources. However, the City contributes $109,300.00 to the library's budget while Solon Twp. only contributes $83,264.00. This works out to the City's residents paying approximately $30.14 per person while Township residents pay only $12.82 per person for the same services. While I appreciate that this appears to be a great financial deal for Township residents, it is also a significant detriment to the Library's overall ability to provide high-quality services to both City and Township residents due to budgetary constraints.

The Cedar Springs City Council and I want to see our joint library thrive and provide the best possible service to all of the residents of both the City and the Township. I believe that goal requires more equitable funding from the Township, in support of the Library. As you go into your budget discussions for the 2023 fiscal year I am asking the Solon Township Board to increase its support

from the current 4/10 mills to match the City's 1.22 mills. I believe that this increase in funding will strongly support the Library's mission to provide Solon Township and the City of Cedar Springs with a superb public library that provides innovative programming, a robust collection and responsive services for library visitors.

Sincerely,

Mike Womack City Manager
City of Cedar Springs
66 S Main St, Cedar Springs, MI 49319
manager@cityofcedarsprings.org

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City Manager's Office

Cedar Springs City Hall
66 S. Main St. PO Box 310
Cedar Springs, MI 49319

11-29-22

Supervisor Kevin Green
Algoma Township Office
10531 Algoma Ave. NE
Rockford, MI 49341

RE: Proposed Library Services

Mr. Green,

At your request, I have enquired of my City Council members what they might be interested in concerning the possibility of allowing Algoma Township to join the Cedar Springs Library system as an alternative to your current arrangement with the Kent District Library (KDL). The following is a list of requirements that my various Council Members have indicated that would be willing to consider for any new membership to the City's library. While there may be room for movement on some of these, I do not believe that there would be any significant departures from what is listed below.

1. That Algoma would pay the same current rate as the City of Cedar Springs residents, being 1.22 Mills. That amount could be from a voted millage of the Algoma Township residents or the equivalent amount from the Township's General Fund.

2. Algoma must agree to also pay the Library other monies such as its penal fines and other State allocated aid (see MCL 397.31 et seq), same as what Solon Township pays.

3. That Algoma would either be allotted either no Board Members on the Library Board, or possibly a non-voting board member. If Solon Township were willing to renegotiate their contract with the City, that Algoma and Solon could share a minority of the Board membership.

4. The Township would need to agree to and agree to abide by the Library's professional materials selection and intellectual freedom policy for library materials and must agree to forgo any attempt at materials censorship, "book banning" or materials challenge, except through existing approved protocols.

5. The Township must undertake the task of obtaining a written statement from the Kent District Library indicating that the Kent District Library is OK with Algoma leaving their system and joining the Cedar Springs library system. As you are aware, the Cedar Springs Library and KDL are both members of the Lakeland Cooperative and we cannot allow this change to jeopardize that working relationship.

6. Other terms and conditions would be similar to those terms found in the Agreement for Library Services between Cedar Springs and Solon Township.

Please let me know if you have any thoughts questions or concerns that I can answer for you.

Sincerely,

Mike Womack City Manager
City of Cedar Springs
66 S Main St, Cedar Springs, MI 49319
manager@cityofcedarsprings.org