

Minutes for Cambridge Library Board of Trustees Meeting March 1, 2022

Held in Library and zoom 10:00 am

Attendees: Monica Ravreby, Becca Flynn, Sue Sawyer, Bob Odess, Ken Gottry, Christina Becker, Mary Laedlein, Gerry Preece (zoom)

Minutes – move to accept by BO, seconded by MR, and approved.

Treasure's Report – move to accept by KG, seconded by MR, and approved.

A petition to have the library budget of \$60,000 appear on the ballot for the school budget vote was submitted on February 28.

Library Business Old and New

Annual report and Annual letter – CB will write a letter to appear in The Eagle (official newspaper of record). This will be a full page spread. Copies will be available in the library and in some local businesses.

The Annual Report for the State is waiting for the financial portion from the village treasurer. CB is hoping to have this by 6pm.

Challenge Binder – SALS is asking all libraries to create a challenge binder to manage the increased challenges on literature. CB is compiling everything required and staff will be trained on how to handle situations that may occur.

New Books – A group of community members has donated books to honor Black History Month. This was facilitated by Battenkill Books and benefited the Cambridge, Greenwich, Greenwich, and Salem libraries.

Masks – Staff is comfortable with optional usage of masks. KG made a motion to have signage display “masks recommended”; SS seconded, and motion passed.

Make and Take – Going strong 60-90 kits distributed each month.

Summer Programs – CB is hoping for in person programs for the summer. These could be outdoor, and sign-up will be suggested. The Friends of the Library have approved a pop-up canopy for the lawn. CB is planning for the summer reading program. The Board unanimously thanked Christina for her enduring hard work!

By-laws discussion – BO brought up the need to amend the by-laws for clarity of elections and resignations. This was followed by a discussion of establishing an annual meeting at which elections could be confirmed and oaths would be signed. It was suggested that January be the month for reorganization. This reorganization meeting could be held before the regular meeting. CB will investigate SALS usage of the annual meeting process. BO will work with CB to amend the by-laws, constitution, policies, procedures, etc. KG moved to establish this committee, with BO to chair, ML seconded. Motion passed.

Renovation Discussion – SS shared that the Easton Library recently had a basement renovation, and this might be helpful in our renovation. It was decided that the initial committee should be small with CB as an adjunct member. After some discussion it was decided that KG would be the committee coordinator, GP and MR would be committee members with individual expertise. MR has been taking photos of area libraries to compare updates.

Paul Mays would be contacted as an architect and the previous project plans could be used for a starting point. There will be a check that the study was paid for and that we own the plans. CB will investigate any SALS funding available for construction and architecture plans. Contact is Sara Dallas. It was suggested that Sara Dallas be invited to a meeting soon.

The scope of the project will be driven by the funding. Depending on the NYS construction funds available, this could be a step or stage was confirmed that we need to e project, Are we eligible for the Main Street Project? Advice may be sought from Jeff Goldstone, Clay Palozzo, Phil Bell, and Sarah Ashton. We would rather not go to taxpayers for additional funds.

The village is aware that we are restarting this renovation project. At some point, this packet will need to be presented at a village meeting. When approval is given, the process must start within 180 days.

A brief discussion of swipe cards for the building took place. In addition, it was reiterated that we need to honor Clem Crowe and Sue Mitchell for their longtime commitment to the Board. TBD.

NEXT MEETING: Tuesday, April 12, 2022 10: 00 am

Meeting adjourned at 11:15 KG moved, ML seconded

