

## **Minutes for Cambridge Library Board of Trustees Meeting January 18, 2022**

### **Held in Library and zoom 10:00 am**

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

**Minutes** from December 7 were accepted without corrections (MR moved, BO seconded).

**Treasurer's report:** It was explained that Roberta Alexander donated \$2000. In November to the library. SS suggested that half the money be spent on landscaping/gardening, and the other half in the library. The treasurer's report was then accepted (SS moved, MR seconded).

### **Old Business**

COVID continues to disrupt the health of staff. If the library must close, a message will be sent out to the community. Board wishes ill staff members well and allows CB to use her judgement to close if necessary.

All paperwork for Charter change has been signed, notarized, and sent to Mary Beth Farr. We should hear of our official approval in a few weeks.

Bob Odess moved that a resolution to change the number of Library Board Members be increased to seven in our By-Laws. (MR seconded) This is for the purpose of maintaining a quorum. New members will be made official at the next meeting (March 1, 2022).

Mahjong has been meeting once a week. Alzheimer and Dementia Caregiver group is virtually meeting for a couple months. Farm -2-Library is lower in numbers, but still well attended (between 60-80 per month) Ninety Take and Make Kits were handed out in December.

## **New Business**

Fire Inspector will come on January 19 for the annual inspection.

The Board discussed the need to pass a resolution to seek an appropriation of \$60,000 to be collected through a tax levy of the taxpayers in the Cambridge School District. This is an increase of \$2000 from the last two years. The increase was frozen last year. BO moved to accept the increase; ML seconded. CB will begin to collect signatures for the petition to get the budget on the ballot.

Discussion of salary increases was tabled until the next meeting.

## **BUDGET DISCUSSION**

A discussion began questioning the appropriated fund balance that the Village of Cambridge is holding. The figures related to the library seem to be unclear, and hard to verify. CB will investigate this.

Sue Sawyer is going to reach out to the cleaner that has recently been hired by the village. If interested, this person could take over the cleaning task that library staff has managed during Covid. Three hours a week was suggested. Professional carpet steaming as needed.

Bob Odess moved to accept the budget with the title change "Year 2022-2023"; MR seconded. It was confirmed that the library continues to charge for FAX and copies.

There was discussion of the joint automation agreement. This is the maintenance of computer systems and automation. BO moved to accept the agreement to pay for fees and charges; MR seconded.

## **BUILDING PROJECT**

Christina Becker provided trustees with packets that included the conceptual drawings and the cost estimated provided by our last architect, Lacey Thaler Reilly Wilson (danca inc)

Ken Gottry agreed to head the building committee as we move forward. KG will collect what we have and report back to the board. Three others from the board will then join and invite the community. The cost breakdown will be higher, as costs for materials have increased. It as agreed that in the upcoming meetings we will look to adjust our priorities.

Ken proposed taking our notes and working from there.

**Next Meeting: Tuesday, March 1, 2022 at 10:00 (at library or zoom)**

Meeting Adjourned : 10:45 am

Respectfully Submitted,

Mary Laedlein