**Minutes for Cambridge Public Library Board of Trustees**

Meeting September 7, 2023

**Attendees:** Becca Flynn, Monica Ravreby, Ken Gottry, Sue Sawyer, Bob Odess, Gerry Preece, Mary Laedlein

**Absent**: Christina Becker

**Minutes:** KG moved to accept minutes with modifications to clarify. GP seconded, and the motion passed.

**Treasurer’s Report**: BO explained that a report was unavailable so early in the month. However, it was reported that two CDs will come due and cover 50% of the first phase of the building project. BO will contact Hannah Stevens who has pledged $50,000 toward the building project.

BO shared that Christina Becker met with Steve Hallock, the village treasurer. SH will provide a spreadsheet for all village departments but wasn’t helpful in providing information on the library fund balance. He felt that there were gaps in the records.

BO explained that the library money is voted on at the school budget vote in May but isn’t available until later in our fiscal year. The surplus is intended to cover the gap. At this time, with construction anticipated in the near future, it is important to have the fund balance. Discussion continued, and KG suggested a meeting with the Cambridge Village Board and their lawyer because we are looking for a hard figure. It was also suggested that during such a meeting, a SALS legal representative could attend by phone.

**Building Project**: The building project is on hold. The boundary line to the south and the NY Forward Grant amount are still undetermined. The NY Forward amount should be decided by mid-October.

The DLD Grant was submitted by July 5, meeting the deadline.

**Trustee Training**: SS has reached out to SALS to request a date for our Board to meet for formal training to clarify roles. The training will be given by Erica (Outreach Engagement and Marketing) and Sara Dallas.

**Strategic Plan**: SS handed out copies of the current Strategic Plan for the Cambridge Public Library. This plan expires at the end of 2023 (2018-2023) and needs to be reviewed and updated.

**Webinars:** Webinars are available to be watched through Niche Academy and SALS. MR suggested watching “Future Proofing Your Library” through Niche Academy. It was agreed to join “Planning for a Library Construction Project” on September 12.

**Dates to Remember:**

 September 16: Ice Cream Social at 12 pm to provide information to the community about the NY Forward Grant and Library building project.

 September 20: Board will meet with staff to present information about the building project. KG will provide PowerPoint. Bella will be recognized for her work with the library. Refreshments will be served.

**The Board went into Executive Session for the purpose of personnel discussion, after which the meeting was adjourned.**

Respectively Submitted,

Mary Laedlein