

Minutes for Cambridge Public Library Board of Trustees

Meeting January 21, 2025 9:00 AM

Attendees: Sue Sawyer, Gerry Preece, Ken Gottry, Bob Odess, Christina Becker

Minutes from December 3rd 2024 ACCEPTED Moved by BO and Seconded by KG – All approved

Treasurer's Report: BO provided a breakdown of all payments made to BRMA toward construction project. Report reviewed and accepted by all in attendance

Director Report:

Bathroom leak has been repaired.

Program updates:

Dec. 7th - Holiday Crafting from 10:30 - 1:30 for Christmas in Cambridge Celebration –We had 36 individuals craft with us

Dec. 14th at Noon - Grief Experience Author talk - Navigating Grief through the Holidays- 22 in attendance

Dec. 14th at 5 PM - Basket Raffle Drawing and Window Lighting

Vending Machine: Currently Out of Order while heating/cooling unit is being repaired

Mitten Tree: We have handed out 29 items so far and have received many, many donations of hats/mittens/scarves!

Holiday Basket Raffle: Winner pulled on 12/14. Congrats to Dawn Case.

Farm2Library: 127 visitors in December despite closures for the holiday

StoryHour: Wonderful attendance numbers each week. Gaining many new faces as well. Sadly, Mollie Bell will be stepping down as our coordinator. Jennifer Grace hired on as new coordinator.

Annual Report is open and due by Feb. 6th

Program planning will pick up in February. Leigh Ann and CB will meet to discuss giving Leigh Ann programming responsibilities

Judy will be on an extended leave.

Library Advocacy Day is 2/5 and 2/6.

A motion was made to approve the proposed 2025/2026 Fiscal Year Budget. Motion Made by BO and Seconded by KG. Approved by All.

A motion was made to increase the school district appropriation request from \$75,000 - \$80,000. Motion made by BO and Seconded by SS. Approved by All.

Building Project Updates:

Public Bid opened 12/5 - Prebid Contractor walkthrough happened 12/17 – Bids opened and read publicly on 1/9 – BRMA vetted the 3 lowest bidders and provided recommendation for awarding the lowest bidder, AJ Catalfamo – Village must sign official contract and any Work Change orders that could possibly arise must be approved by the Library BOT and the Village Board before being approved – NEED to get official variance from Zoning Board and Building Permits ASAP –

A Motion was made to accept the bid received from A.J. Catalfamo Construction of Hudson Falls, NY in the amount of \$318,000 for base bid with an add alternate value of \$18,780 for the slate roofing component, totaling \$336,880, and to direct BRMA to issue a letter of intent to the company. Motion made by KG, Seconded by GP and approved by ALL

Organizational Action Items:

Motion was made to name The Eagle Press as official paper of record. Motion made by BO, Seconded by KG, Approved by All

Meeting Dates: Motion was made to set BOT meeting dates as follows at 9 AM:

February 18th

March 18th

April 15th

May 20th

June 17th

July 15th

August 19th

September 16th

October 21st

November 18th

December 16th

Motion made by BO, Seconded by KG, Approved by ALL

Motion made to name Arrow Bank as official depository for library monies. Motion made by GP, Seconded by BO, Approved by ALL

Library Officers/Trustees Terms:

Sue Sawyer – President – Term ends Jan. 2028

Ken Gottry – Vice President – Term ends Jan. 2029

Bob Odess – Treasurer – Term ends Jan. 2026

Mary Laedlein – Secretary – Term ends Jan. 2028

Monica Ravreby – Trustee – Term ends Jan. 2029

Gerry Preece – Trustee – Term ends Jan. 2027

Becca Flynn – Trustee – Term ends Jan. 2027

Discussion was had about terms. SS would like to step down as President in the next year. BO expressed that he will not be seeking another term as Treasurer.