

Cambridge Community Library
Board of Trustees Monthly Meeting Minutes
May 8, 2024
6:30 PM

Present/Roll Call: Jennifer Trendel, Cari Redington, Jennifer Simdon Budewitz, and Samantha Seeman

Call to Order: President Trendel called the meeting to order at 6:39 PM.

Introduction of Guests: None

Public Input: None

Approval of Monthly Reports: Trustee Redington made a motion to approve the monthly reports (last month's board minutes, Director's Report, and Monthly Circulation Stats), seconded by President Trendel. Discussion. Director Seeman shared that the alarm box had been going off for about a week. Protective Technologies stopped by and discovered an issue with the phone line and needed to install a new one, which cost \$1,600. Everything is now functioning correctly. At the same time, the fax machine stopped working. Frontier ran a diagnostic test, but didn't find any issues. A tech came out — Protective Technologies and Frontier reps communicated in-person — but issues were not connected. Monthly reports approved.

Approval of Treasurer's Report: Trustee Simdon Budewitz made a motion to approve the Treasurer's report (Monthly Expenses, Budget Comparison, Petty Cash Reconciliation and SCLS Foundation Report), seconded by President Trendel. Discussion. Frontier bill arrived after the packet had been sent out in the amount of \$610.62 and is reflected in updated monthly expenses, which will be added when packet is reuploaded. Roll call vote. Treasurer report approved unanimously.

Village Report: None

Friends of the Library Report: Membership drive is winding down. Revisiting the Books At Home service, but need to look into logistics. Will be funding Zoozort summer program in the amount of \$475. Been researching more logistics regarding book sale details.

School District Report: Graduation coming up on Friday, May 24 at 7:00 PM.

Action Agenda

Old Business:

1. Flynn Donation Update - Director Seeman reached out to the donor and the donor approved the use of her family's donation for the addition of a bilingual collection. Director Seeman is doing research and hoping to have it ready by the fall. She also

looked into the uncashed cashiers check from 2017 for this donation and found out that it was reissued in February of 2020 and had been deposited into our donation account.

- a. Trustee Redington made a motion for the library director to use up to \$4,000 from the reserves to create the bilingual collection in memory of Lucy Flynn. Seconded by President Trendel. Roll call. Motion carried unanimously.
2. APT Update - First wave is still scheduled for May 15, with 4 vouchers available. Second wave is now July 15, when 4 more vouchers become available. Have taken advantage of all APT official marketing materials and there is a lot of excitement already.

New Business:

1. OverDrive Fee Refund - New SCLS director found errors in fee calculations. We were one of the libraries that was overcharged. Received a check in the amount of \$1,576 on April 29th and deposited it the same day.
2. Donations - First Beyond the Page Grant was received in the amount of \$200, to supplement the entertainment for the Actively Aging Luncheon, hosted by CAP in collaboration with the library. The program we booked was a Molly Brown impersonator, and 38 people attended.

Next Meeting: June 12, 2024 at 6:30 PM

Trustee Redington made a motion to adjourn, seconded by President Trendel at 7:29 PM.
Approved.

Submitted by Jennifer Simdon Budewitz