

**Cambridge Community Library  
Board of Trustees Monthly Meeting Minutes  
February 8, 2023  
6:30 PM**

**Present:** Jennifer Trendel, Sue Christianson, Joan Behm, Jacob Eckerman, and Kristin Martin

**Call to Order:** President Trendel called the meeting to order at 6:32 PM.

**Introduction of Guests:** None

**Public Input:** None

**Approval of Monthly Reports:** Library Board Minutes-Director's Report-Statistics-Monthly Labor Costs. January 4, 2023 closed session minutes were distributed at this time. Director Behm's wage amount was missing from the Labor Report. 5% increases were given across the board for 2023 to library staff. Trustee Christianson made a motion to approve the reports, seconded by Trustee Martin. Approved.

**Approval of Treasurer's Report:** Monthly Expenses-Budget Comparison. Periodicals 320 was missing from the report. It was on the Visa bill in the amount of \$61.95. Total should be \$6207.23 and the monthly total should be \$23866.81. The 2023 budget column on the Budget Comparison Report has not yet been entered. It is also missing the amounts for the spouse supplemental. Trustee Martin made a motion to approve the reports, seconded by Trustee Christianson. Roll call vote. Approved unanimously.

**Village Report:** Village Administrator Moen is back 4 hours/day due to medical leave.

**Friends of the Library Report:** 2/16 is the 3rd Thursday celebration for Director Behm. The FOL had a good annual meeting. They are planning the membership drive. A board member stepped down and Director Behm will take that person's place. The FOL and the Library Board will partner for the 45th party this summer.

**School District Report:** None

**Actions: Old Business**

1. Hiring and Handbooks: Employment Discrepancies-Village Employees-Library Employees-The Board needs the Village's updated handbook. The Board requested that Director Behm make a list of items to look at specifically.
2. Director Search-Candidate declined offer and job was reposted. Possible interviews with 2 candidates on 2/15/23 at 5:30 PM/6:15 PM. Director Behm will set up for a closed session in the Quiet Reading Room due to election training being held at the same time.
3. Annual Report Update-It is due to SCLS 2/18/23 and due to the State 2/24/23.

4. Budget 2023-Workhorse is not completed. Next year the Board needs to pay more attention to staff wage proposals.
5. SCLS Investment-Gained \$2492.50 in the investment account and \$8.70 in interest.

**New Business**

1. ReThinking Libraries (Dane County)-SCLS is looking at reimbursement formula adjustments and recommendations.
2. North Shore Bank-Sick Hours Payout-Reviewed sick hours payout for Director Behm and insurance during retirement.
3. Securian Financial Life Insurance-Basic \$28.50 premium goes away when Director Behm turns 70. \$57 additional premium stays until Director Behm is completely done. It will change line item on budget.
4. Donations and Gifts-None

Input and future agenda items for the next meeting and set date: March 8, 2023 at 6:30 PM

Trustee Eckerman made a motion to adjourn, seconded by Trustee Christianson at 7:59 PM.  
Approved.

Submitted by Kristin Martin