

**Cambridge Community Library**  
**Board of Trustees Monthly Meeting Minutes**  
**July 12, 2023**  
**6:30 PM**

**Present/Roll Call:** Jennifer Trendel, Sue Christianson, Kristin Martin, Samantha Seeman, and Paula Hollenbeck

**Call to Order:** President Trendel called the meeting to order at 6:29 PM.

**Introduction of Guests:** Trustee Candidates-Pam Schmitt, Kris Schafer-Weiss, Bonnie Vanderbosch and Cari Redington.

**Public Input:** None

**Trustee Interviews:** Trustee Hollenbeck made a motion to recommend Cari Redington, as a Library Board Trustee, to the Village Board, seconded by Trustee Martin. Discussion-none. Voted. Passed unanimously. Trustee Martin made a motion to recommend Pam Schmitt, as a Library Board Trustee, to the Village Board, seconded by Trustee Hollenbeck. Discussion-none. Voted. Approved unanimously.

**Approval of Monthly Reports:** Trustee Martin addressed name issues for the 6/14/23 minutes that need to be corrected. Other corrections to be made are that Director Seeman, not Director Behm, signed the SCLS Technology Agreement and the settlement restitution due to the library is \$39.63 vs \$39.36. Trustee Hollenbeck made a motion to approve the reports, seconded by Trustee Christianson. Discussion-none. Voted. Approved unanimously.

**Approval of Treasurer's Report:** Monthly Expenses-Budget Comparison. No bills were verified by the Board. Discussed changing the personnel numbers to one number for each line: Salary & Wages, FICA, Retirement. Will explore to see what Workhorse can supply for information and use reports provided by SCLS. Trustee Hollenbeck made a motion to approve the reports, seconded by Trustee Christianson. Discussion-none. Roll call vote. Approved unanimously.

**Village Report:** None

**Friends of the Library Report:** The FOL are getting ready for the annual book sale August 4 & 5. Books can still be donated. Volunteers are still being sought and can sign up in the library. The FOL approved \$300 for SLP prizes.

**School District Report:** None

**Actions: Old Business**

1. July Trustee Election for positions-Trustee elections will take place at the August meeting. The board is in need of a Vice President and Treasurer.
2. Budget 2024-Table until full board is in place.

**New Business**

1. Trustee Orientation-Annual Trustee training week is in August. Director Seeman will work on an electronic version for orientation which will include items like bylaws and library terminology. When Trustees are approved, an orientation will be scheduled with Director Seeman and President Trendel.
2. Library Bank Account Change Over-Accounts are still in Director Behm's name. Trustee Hollenbeck made a motion to change all bank signatory information from Joan Behm to Director Seeman, seconded by Trustee Christianson. Discussion-none. Voted. Passed unanimously.
3. Library's 45th Anniversary-Director Seeman emailed Kerry Marren, at CAP, regarding doing our celebration as a community meal in the fall.
4. Surveys-Director Seeman wants to survey the community as they visit in regards to collections, feedback and a way to get to know the community's needs to see which direction to go in.
5. Donations and Gifts-Lions Club presented the library with a \$500 donation. Restitution payment of \$39.63 has been made.
6. Open Trustee Position-Trustee Christianson has resigned from the board for health reasons. Trustee Hollenbeck made a motion to accept the resignation, seconded by President Trendel. Discussion-none. Voted. Resignation accepted.

Input and future agenda items for the next meeting and set date: August 9, 2023 at 6:30 PM

Trustee Christianson made a motion to adjourn, seconded by Trustee Martin at 8:54 PM.  
Approved.

Submitted by Kristin Martin

Corrections made by Kristin Martin 7/13/23