

**Cambridge Community Library**  
**Board of Trustees Monthly Meeting Minutes**  
**November 13, 2024**  
**6:30 PM**

**Present/Roll Call:** Jennifer Trendel, Kristin Martin, Samantha Seeman, and Cari Redington. Paula Hollenbeck & Jennifer Simdon Budewitz excused.

**Call to Order:** President Trendel called the meeting to order at 6:38 PM.

**Introduction of Guests:** None

**Public Input:** None

**Approval of Monthly Reports:** Trustee Redington made a motion to approve the monthly reports-last months board minutes, Director's Report, Monthly Circulation Stats, and Labor Report, seconded by President Trendel. Discussion. September monthly statistics accidentally had one day of October reported on it. Report has been corrected. October library activity has increased. Vote. Approved.

**Approval of Treasurer's Report:** Trustee Martin made a motion to approve: Monthly Expenses-Budget Comparison-Petty Cash Reconciliation and all monthly expenses reviewed for the previous month totaling \$33,182.72, seconded by President Trendel. Discussion. Director Seeman found \$72.50 in the Health/Dental Budget Account that does not belong there. No library employees currently access health or dental and haven't all year. Village Administrator, Lisa Moen, will look into it. The SCLS October fund has \$61,413.13 which is down from September. Roll call vote. Treasurer report approved.

**Village Report:** The Village is seeking a \$300,000 loan for shortfalls. If they don't take the loan, it will lead to severe cuts. Bill Christ resigned from the Board. His position will be left open until the April election.

**Friends of the Library Report:** The craft fair had 1423 attendees, which is down from 1700 in 2023. Raffle made \$3,396. Admissions made \$2,846. Water made \$111. Total is \$6,353. The next fair is November 1, 2025. Books At Home will launch in January. The Friends' are looking to have their annual meeting either 1/23/25 or 1/30/25.

**School District Report:** 2nd quarter is underway. The high school musical is this weekend.

**Action Agenda:****Old Business**

1. Budget 2025-Village public hearing 11/26/24 before budget is voted on. Director Seeman spoke at the Village Board meeting on 11/12/24.
2. Drive-Up Window-Director Seeman has contractor information to get quotes.
3. 2025 Foundation Grant-Director Seeman started the grant. She is asking to help fund stem kits and organizational items for games and puzzles. The request will be about \$2,000-\$3,000.
4. Board Expansion/New Trustees-Tracy at SCLS is not concerned with 2 Jefferson County board members on the board without being appointed by the county. Jefferson County does not appoint. They know they can appoint up to 5, but chose not to up to this point. Director Seeman received one letter of interest. A possible 2nd candidate will be sending in a letter of interest. Trustee Martin made a motion to have a recommendation made for the Village to appoint Deborah Brown for the library board, 2nd by Trustee Redington. Discussion. Vote. Approved unanimously.

**New Business**

1. Goals for 2025-Director Seeman will add fixing the water issue to the goal list and have it in conjunction with the drive-up window issue. Going to Village Board meetings every other month will also be added to the goals. Director Seeman will have staff complete self-evaluations and goals for next year. She will meet with all staff 1:1.
2. Donations and Gifts-None

**Upcoming meeting:**

12/11/24 6:30 PM-next monthly library board meeting.

Trustee Martin made a motion to adjourn, seconded by Trustee Redington at 7:53 PM. Discussion. Vote. Approved.

Submitted by Kristin Martin