

IDEA EXCHANGE

CAMBRIDGE PUBLIC LIBRARY BOARD

Board Meeting Minutes

November 22, 2023

Regular Board Meeting at Queen's Square Library - In Person

Present: Mr. Thomas Sandor (Chair) Mr. Kirk Oliver
Ms. Janice Woynarski Ms. Sara Wilbur-Collins
Mr. Robert Oswald Ms. Colleen Bulla

Staff: Ms. Chrissy Hodgins Ms. Janelle McCabe

Regrets: Ms. Yasmine Kashefi Mr. Jose de Lima

Guests: Janet Gunn, Intent Consultants

Minutes

Acceptance of Agenda

The meeting was called to order by the Chair at 4:24pm.

23.71 Moved by Janice Woynarski, seconded by Sara Wilbur-Collins that the agenda be accepted.

CARRIED

I Disclosure of Pecuniary Interest

There were no disclosures of pecuniary interest

II Presentation: Strategic Planning – Current State Analysis [Intent Consultants]

Janet Gunn from Intent Consultants presented the Strategic Directions to the Board and opened up the discussion with the Board to solicit their feedback. The information gathered will be used to proceed with finalizing Idea Exchange's Strategic Plan goals, which will be presented to the Board in February 2024.

23.72 Moved by Kirk Oliver, seconded by Robert Oswald to approve Idea

Exchange's 2024-2027 Strategic Priorities and direct the CEO and her staff to proceed with finalizing success measures and goals for presentation to the board in February 2024.

CARRIED

Janet Gunn, Intent Consultants left the meeting

III Consent Agenda Items

- a) Minutes of the Previous Meeting: October 25, 2023
- b) Buzz Report
- c) Financial Report & Capital Project Update
- d) WRCF Investment reports

23.73 Moved by Sara Wilbur-Collins, seconded by Kirk Oliver that the items in the Consent Agenda be approved.

CARRIED

IV Business Arising from Previous Minutes

- a) Sponsorship Policy

23.74 Moved by Robert Oswald, seconded by Kirk Oliver that the Cambridge Public Library Board approve the updated Sponsorship Policy.

CARRIED

V New Business

- a) Staff Report - Gallery Update on Symposium Piece for Eva removal

The Symposium Piece for Eva was successfully removed on November 21, 2023 and the piece was returned to the family.

- b) Staff Report – CEO Report
 - i) The CEO provided an update that following Councillor Donna Reid's passing on August 13, City Council declared the Ward 1 seat vacant and called for a by-election to take place on November 13. The results were announced on November 14, and the winner declared was: Helen Schwery. The CEO reported that following the new

councillor's swearing-in on November 28, the Board will be advised who will be appointed as councillor representative to the Library Board by the Clerk's office.

ii) Enterprise Risk Management: the CEO presented on the process and value of Enterprise Risk Management.

iii) In-Camera Session: matters relating to the security of the property of the board & personal matters about an identifiable individual

23.75 Moved by Robert Oswald, seconded by Kirk Oliver that the Cambridge Public Library Board move in camera for a matter related to the security of the property of the board & personal matters about an identifiable individual.

CARRIED

23.76 Moved by Colleen Bulla, seconded by Sara Wilbur-Collins that the Cambridge Public Library Board reconvene in open session.

CARRIED

c) Privacy and Confidentiality of Personal Information Policy

The CEO provided an updated version of the 'Website Privacy Statement', now titled 'Privacy and Confidentiality of Personal Information'. The revised policy takes into account the Ontario Information and Privacy Commissioner's *Access by Design* and *Privacy by Design* Principles. The CEO also advised that additional training will be provided to managers and key staff in 2024 to ensure effective implementation and interpretation of the principles.

23.77 Moved by Robert Oswald, seconded by Sara Wilbur-Collins that the Cambridge Public Library Board approve the updated Privacy and Confidentiality of Personal Information Policy.

CARRIED

VI Chair's Remarks

The Board Chair provided information regarding the OLA Super Conference: Board Bootcamp that will take place on January 27, 2024 and there is a spot available for anyone on the Library Board that may be interested. Interested Board members are to advise the Chair and CEO via email by December 8th.

The Board Chair also provided an update on the End of Year Recognition Dinner that will take place during the next Board Meeting.

VII Location and Date of Next Regular Board Meeting: December 13, 2023 at 4:30p.m. at Queen's Square

VIII Adjournment

23.78 Moved by Kirk Oliver, seconded by Robert Oswald to Adjourn at 6:49 pm.

CARRIED