

CAMBRIDGE PUBLIC LIBRARY BOARD

Board Meeting Minutes

April 24, 2024

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

Present: Mr. Thomas Sandor (Chair) Mr. Kirk Oliver
Ms. Janice Woynarski Coun. Helen Shwery
Mr. Robert Oswald Ms. Colleen Bulla
Ms. Sara Wilbur-Collins Mr. Jose de Lima

Staff: Ms. Chrissy Hodgins Ms. Janelle McCabe
Ms. Ellen Lehman Ms. Alix Voz

Regrets: Ms. Yasmine Kashefi

Guests: Mr. Matthew Betik, KPMG

I Acceptance of Agenda

The meeting was called to order by the Chair at 4:32 pm.

24.17 Moved by Janice Woynarski, seconded by Kirk Oliver that the agenda be accepted.

CARRIED

Coun. Helen Shwery joined the meeting.

II Disclosure of Pecuniary Interest

There were no disclosures of pecuniary interest.

Matthew Betik joined the meeting.

III Presentations:

- a) auditor's report & draft audited financial statements

Sara Wilbur-Collins joined the meeting.

24.18 Moved by Robert Oswald, seconded by Jose de Lima that the Cambridge Public Library Board approve the 2023 audited financial statements as presented.

CARRIED

Matthew Betik and Ellen Lehman left the meeting.

Alix Voz joined the meeting.

a) 2024 Gallery Activities

Alix Voz, Gallery Director/Curator presented the Board with current and upcoming gallery exhibitions. This included the *Mere Phantoms* exhibit taking place in the Preston Gallery from April 6 – June 22, 2024 as well as the Judy Major-Girardin exhibit taking place from May 11 – August 11, 2024 at the Queen’s Square Gallery. The Hitoko Okada exhibit will take place at the Queen’s Square Gallery from November 30, 2024 – February 23, 2025 and the Preston Gallery will be showcasing local talent with the *You Belong Here* Community Exhibition from December 14, 2024 – April 2025.

Alix Voz left the meeting.

IV Consent Agenda

- a) Minutes of the Previous Meeting: March 27, 2024
- b) Q1 2024 Gallery Report
- c) Q1 2024 Library Statistics
- d) Buzz Report: March 2024
- e) WRCF Investment reports: March 2024

24.19 Moved by Kirk Oliver, seconded by Colleen Bulla that the items in the Consent Agenda be approved.

CARRIED

V Business Arising from Previous Minutes - none

VI New Business

- a) Legislated Policy Statements

24.20 Moved by Sara Wilbur-Collins, seconded by Colleen Bulla that the Cambridge Public Library Board approve the updated Policy statements.

CARRIED

a) Staff Report – CEO Report

The CEO was pleased to share the following updates:

- The Queen’s Square window replacement: following the March 19 funding approval from council, tendering documents are being prepared and the CEO anticipate they will be issues in May.
- For the Southeast Galt Recreation Complex/ Library, 90% drawing reviews have been completed and comments will be incorporated into future tendering documents. The City, and with support from Project Management Consultants, Colliers, are ready for prequalification review period for contractors that precedes the Request for Tender process for awarding major capital projects. The CEO will be among the members of the project team who will participate in the prequalification review.
- The CEO was pleased to share two additional accolades for the Multi-Sensory Room at Clemens Mill:
 - 1) Runner up for the national Summer Reading Club Award
 - 2) Winning the national CELA (Centre for Equitable Library Access) award.

Idea Exchange will receive the awards and prizes next month.

- On April 16th the 2023-2033 10-year proposed DC study was presented to council. Last year, library staff worked with city staff and a consultant to complete this legislated review. New for 2023, the DC study also factors applicable reserve and reserve fund balances in projected revenue strategies. This change resulted in expected growth of DC library charges, but with an overall reduction based on current reserve levels for the library. Additionally, Idea Exchange is working with the city partners to complete legislated reporting activities for Asset Management Planning. The report is planned to be presented to council before July 2024.

VII Chair’s Remarks

The Chair thanked Ellen Lehman, Director, Finance & Facilities, and her team for their work with the financial reports and presentation and positive sentiment was given to Alix Voz, Gallery Director/Curator on her Gallery prestation. The chair provided recognition to the CEO and the Board on their work with continuous education and growth through 2024.

VIII Location and Date of Next Regular Board Meeting: June 26, 2024 at 4:30p.m.
in Preston Program Room (435 King St. East)

IX Adjournment

24.21 Moved by Coun. Helen Shwery to Adjourn at 6:26pm

CARRIED