

CAMBRIDGE PUBLIC LIBRARY BOARD

Board Meeting Minutes
August 14, 2024

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

Present: Ms. Janice Woynarski Coun. Helen Shwery
 Mrs. Sara Wilbur-Collins Ms. Colleen Bulla
 Ms. Yasmine Kashefi Mr. Jose de Lima

Staff: Ms. Chrissy Hodgins Ms. Janelle McCabe
 Ms. Ellen Lehman Ms. Megan Lynn

Regrets: Mr. Robert Oswald Mr. Kirk Oliver
 Mr. Thomas Sandor (Chair)

Guests: Ms. Marianne Love, ML Consultants

After achieving quorum, the Board's Secretary-Treasurer called the meeting to order at 4:37 p.m.

The Secretary-Treasurer advised that the Board Chair sends his regrets, therefore, per PLA section 14.4, in their absence the board may appoint one of its members to acting chair. Janice Woynarski volunteers to be acting chair.

24.32 Moved by Colleen Bulla, seconded by Yasmine Kashefi that in the absence of the Board Chair, Janice Woynarski be appointed acting Chair of the August 2024 board meeting.

CARRIED

Councillor Helen Shwery joined the meeting
| Acceptance of Agenda

24.33 Moved by Sara Wilbur-Collins, seconded by Yasmine Kashefi that the agenda be accepted.

CARRIED

II Disclosure of Pecuniary Interest
There were no disclosures of pecuniary interest.

- III Consent Agenda
- a) Minutes of the Previous Meeting: June 26, 2024.
 - b) 2024 Q2 Metrics and briefing report
 - c) 2024 Q2 Gallery Report
 - d) Buzz Report
 - e) WRCF Investment reports
 - f) June financial report and Q2 report

24.34 Moved by Colleen Bulla, seconded by Jose de Lima that the items in the Consent Agenda be approved.

CARRIED

IV Presentation: closed session on labour relations matters

24.35 Moved by Sara Wilbur-Collins, seconded by Colleen Bulla that the Cambridge Public Library Board move to a closed session for discussion on matters related to labour relations.

CARRIED

Janelle McCabe left the meeting

24.36 Moved by Sara Wilbur-Collins, seconded by Helen Shwery that the Cambridge Public Library resume the open meeting session.

CARRIED

*Megan Lynn and Ms. Marianne Love left the meeting.
Janelle McCabe joined the meeting.*

- V Business Arising from Previous Minutes
- a) Acquisition & De-acquisition of Permanent Art (second review)

24.37 Moved by Colleen Bulla, seconded by Helen Shwery that the Cambridge Public Library Board approve the acquisition & de-acquisition of permanent art policy.

CARRIED

- b) CAAC Delegation - Board Discussion

24.38 Moved by Sara Wilbur-Collins, seconded by Helen Shwery that the

Cambridge Public Library Board proceed with the following response to June's CAAC delegation: CEO to draft written enhanced advocacy response.

CARRIED

VI New Business

a) Staff Report- Laser Cutter Purchase / Withdrawal of approved funds

24.39 Moved by Colleen Bulla, seconded by Yasmine Kashefi that the Cambridge Public Library Board approve the withdrawal of funds in the amount of \$62,399.23 from the Taylor donation in the Library Donation Trust Fund for the purchase of the laser cutter and accessories.

CARRIED

b) Staff Report- 10-year Capital Budget

The report was received for information.

c) Staff Report-2025-2028 Operating Budget

The report was received for information.

24.40 Moved by Sara Wilbur-Collins, seconded by Yasmine Kashefi that the Cambridge Public Library Board receive and approve the 2025 operating budget estimates and the 2025-2034 capital project estimates.

CARRIED

24.41 Moved by Colleen Bulla, seconded by Jose de Lima that the Cambridge Public Library Board receive the operating budget projections for 2026, 2027 and 2028.

CARRIED

24.42 Moved by Sara Wilbur-Collins, seconded by Yasmine Kashefi that the Cambridge Public Library Board direct the CEO to forward the 2025-2028 operating budget and 2025-2034 capital budgets to the City of Cambridge Financial Services Division.

CARRIED

24.43 Moved by Yasmine Kashefi, seconded by Sara Wilbur-Collins that the Cambridge Public Library Board approve withdrawal from library/gallery trust and donations as presented in the operating budget for the purposes identified, totaling \$40,300.

CARRIED

Jose de Lima, Janelle McCabe and Ellen Lehman left the meeting.

- d) Staff Remarks – CEO Report – oral report; including closed session discussion on matters relating to the security of the property of the board

The CEO advised the board of several operating priorities that will be matters for board discussion through the remaining meetings of the year. The update included capital project updates and forecasting as well as future policy review. The CEO advised the board to resume closed session meeting to provide updates on matters relating to the security of the property of the board and litigation or potential litigation.

24.44 Moved by Helen Shwery, seconded by Yasmine Kashefi that the Cambridge Public Library Board move to a closed session for discussion on matters related to the security of the property of the board and litigation or potential litigation.

CARRIED

24.45 Moved by Colleen Bulla, seconded by Sara Wilbur-Collins that the Cambridge Public Library Board resume the open meeting session.

CARRIED

VII Chair's Remarks – no remarks in their absence.

VIII Location and Date of Next Regular Board Meeting: October 23, 2024 at 4:30p.m. at Hespeler.

IX Adjournment

24.46 Moved by Colleen Bulla to adjourn at 8:07p.m.

CARRIED