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CAMBRIDGE PUBLIC LIBRARY BOARD

Board Meeting Minutes

April 26, 2023

Regular Board Meeting at Old Post Office Library - In Person

Present: Mr. Thomas Sandor Ms. Karen Wedekind
Mr. Jose de Lima Ms. Lara Banks
Mr. Robert Oswald Mr. Kirk Oliver
Ms. Councillor Donna Reid Ms. Janice Woynarski

Regrets: Ms. Sara Wilbur-Collins Mr. Jose de Lima

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

Guests: Mr. Matthew Betik, KPMG

Minutes

I Acceptance of Agenda

23.24 Moved by Karen Wedekind, seconded by Councillor Donna Reid that the agenda be accepted.

CARRIED

II Disclosure of Pecuniary Interest

There were no disclosures of pecuniary interest.

III Presentations

a) March Break 2023 – Recap

Andrea Siemens, Manager of Youth Services, presented an update from March Break 2023. Beyond a 5-year comparison, the board was delighted to hear that March Break 2023 had the largest number of in-person attendance on record, with a total of 11,334 attendees across all branches. Youth Services received over 50 comments forms of positive feedback about the programs that the branches put on during March break.

Andrea Siemens left the meeting. Matthew Betik joined the meeting.

b) 2022 Audited Financials & Q1 2023 Financial Report

KPMG auditor, Matthew Betik, presented the 2022 Audit Findings Report to the Board.

23.25 Moved by Kirk Oliver, seconded by Robert Oswald that the Cambridge Public Library Board approve the 2022 audited financial statements as presented.

CARRIED

Matthew Betik left the meeting.

The Q1 2023 Financial Report was received for information.

Ellen Lehman left the meeting.

IV Business Arising from Previous Minutes

a) Q1 Incident report

The Q1 Incident report was received for information.

b) Preston – capital project update

An update on the Preston capital project was provided; the CEO advised the lowest bid exceeded the purchasing by-law variance and it is recommended to use library capital reserve funds to offset the cost.

23.26 Moved by Janice Woyarski, seconded by Lara Banks that the Cambridge Public Library Board approve the recommendation to use library capital reserve fund to offset the pricing variance on the Preston Exterior Renovation and to award the contract to the lowest bidder.

CARRIED

V Consent Agenda Items

- a) Minutes of the Previous Meeting
- b) CEO's report
 - i) Additional financial reporting
 - ii) Q1 Statistics
- c) Gallery Report
- d) Buzz Report
- e) Location and date of next meeting: Queen's Square Boardroom, May 24, 2023 at 4:30pm

23.27 Moved by Lara Banks, seconded by Robert Oswald that the items in the Consent Agenda are approved.

CARRIED

VI New Business

a) Board discussion on Indigenous Awareness Training

The Board decided that development of the strategic plan would better inform and help prioritize future training priorities for board members. In the

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interim, board members will be surveyed to learn more about what, as a group, and as individuals, they see as beneficial to aid in effective governance (including the Indigenous Awareness Training). At a future board meeting, the results will be discussed and a plan set forth for board members on any 2023 training.

- b) New Board Policy: adoption of OLBA's Cut to the Chase: Roles and Responsibilities

23.28 Moved by Lara Banks, seconded by Janice Woynarski that the board adopt the new policy: Responsibilities of the Board and CEO.

CARRIED

- c) In-camera session: matter related to named individual(s); legal matters

23.29 Moved by Lara Banks, seconded by Kirk Oliver that the Cambridge Public Library Board move in camera for a matter related to named individuals.

CARRIED

23.30 Moved by Janice Woynarski, seconded by Karen Wedekind that the Cambridge Public Library Board reconvene in open session.

CARRIED

VII Chair's Remarks

The Chair expressed his thanks to all of the staff that assisted with the March Break programs and how outstanding it was to hear such great feedback. The Chair then recognized the CEO on her attention to the 100-day plan with her focus on what is important today as well as looking at what is coming up in the future. The Chair then invited the Board members to attend the upcoming Volunteer Recognition Event taking place on Friday, April 28 for the Board to show their appreciation of the volunteers and all they do for Idea Exchange.

VIII Adjournment

23.31 Moved by Lara Banks to Adjourn at 7:29pm.

CARRIED