

CAMBRIDGE PUBLIC LIBRARY BOARD

Board Meeting Minutes

October 23, 2019

Preston Program Room

|          |                        |                      |
|----------|------------------------|----------------------|
| Present: | Councillor Pam Wolf    | Ms. Karen Wedekind   |
|          | Ms. Amanda Maxwell     | Mr. Thomas Sandor    |
|          | Mr. Gary Price (Chair) | Mr. David Pinnington |
|          | Mr. Robert Oswald      | Mr. Gord McSevney    |
|          | Ms. Janice Woynarski   |                      |
| Staff:   | Ms. Helen Kelly        | Ms. Megan Lynn       |
|          | Ms. Laura Knudsen      |                      |

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I Acceptance of Agenda

19.53 Moved by Thomas Sandor, seconded by Pam Wolf that the Agenda be amended to include the 2020-2023 Operating Budget as Item 6a) and that all other items in section 6 be renumbered in order.

CARRIED

II Disclosure of Pecuniary Interest

There were no disclosures of pecuniary interest.

III Minutes of the Previous Meeting

19.54 Moved by Thomas Sandor, seconded by Robert Oswald that the minutes of the September 25, 2019, regular Board meeting be approved.

CARRIED

Amanda Maxwell joined the meeting.

IV Old Post Office Video Wall

Laura Knudsen, Old Post Office Manager, provided an update on the video wall that was recently installed in the Creative Studios. The video wall is currently being used to promote services in the building including the Maker Space and to enhance programming including the recent Escape Room program. The Board thanked the staff for all their work to bring this exciting new piece of technology to the digital library.

Laura Knudsen left the meeting.

V Health & Safety

Megan Lynn, Human Resources Manager, reported on the September 9th Ministry of Labour inspection at Queen's Square. She was pleased to report that the organization is in compliance with Health & Safety legislation and in some cases exceed the mandated requirements. The single issue found during the inspection, levelling the floor around a drain in the second floor mechanical room, has been repaired.

David Pinnington joined the meeting.

VI Business Arising From the Previous Minutes

a) 2020 – 2023 Operating Budget

As requested by City Council, options for reducing the 2020 Operating Budget to a 2% increase were reviewed along with the associated service impacts.

**19.55 Moved by Karen Wedekind, seconded by Amanda Maxwell that Option 2, closing all locations on Monday evenings, be included in the budget submission to the Budget & Audit Committee of Council.**

**CARRIED**

b) Annual Closing Schedule

**19.56 Moved by David Pinnington, seconded by Thomas Sandor that the Cambridge Public Library Board approve adjusting the annual closing schedule to closing the first weekday(s) following the statutory holiday(s) that fall on a weekend.**

CARRIED

Megan Lynn left the meeting.

c) Design at Riverside Partnership Agreement

This item was deferred to the regular November Board meeting.

VII Financial Reports

a) Third Quarter Financial Report

The third quarter financial report was received for information.

b) Capital Projects Update

The progress report on the Capital Projects was accepted for information.

VIII CEO Report

a) Southeast Galt

The CEO reported that the City is applying for infrastructure grant funding for the recreation complex at Southeast Galt. She also delivered a powerpoint presentation on possible shared partnership models for the future branch library.

b) Old Post Office

The consultant's water damage report was reviewed. In order to prevent future water damage, the soil at the building entrance will be replaced with drainage stone and the lower level of the interior heritage staircase wall will be waterproofed.

IX New Business

a) Staff Use of Technology Policy

**19.57 Moved by Gord McSevney, seconded by Janice Woynarski that the Cambridge Public Library Board approve the Staff Use of Technology Policy.**

## CARRIED

### X Correspondence

#### Incoming:

Letter from MP Marwan Tabbara, regarding e-publications fair pricing for libraries, September 13, 2019.

Cambridge Times (Opinion) September 19, 2019. Idea Exchange Is Much More Than A Library. Margaret Velten

Cambridge Times (Council) September 19, 2019. City Committee Approves Preliminary Funding For New Rec Complex.

Cambridge Times (WhatsOn) September 19, 2019. Five things to do in Cambridge this weekend.

Literary Review of Canada. September 21, 2019. *The Bookless Library: Grand Spaces by the River*. Omar Khafagy.

Cambridge Times (WhatsOn) September 26, 2019. Much more than 5 things to do in Cambridge this weekend: Culture Days come to Cambridge.

CBC News Online. September 28, 2019. Kitchener, Cambridge libraries update approach over opioid crisis.

#### Outgoing:

Letter from Gary Price, Board Chair, to Mayor McGarry. Re: Idea Exchange Letter of Support as Co-Applicant; City of Cambridge Recreation Complex Project, September 25, 2019.

### XI Chair's Remarks

The Chair reported that he will be attending the regional SOLS Trustee meeting on Saturday, November 2<sup>nd</sup> at the Burlington Public Library.

### XII Location and Date of Next Meeting

The next regular Board meeting will be held on Wednesday, November 27, 2019 at Clemens Mill.

### XIII Adjournment

19.58 Moved by Thomas Sandor to adjourn.

CARRIED

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Gary Price  
Chair  
Cambridge Public Library Board

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Helen Kelly  
Secretary/Treasurer  
Cambridge Public Library Board