

CAMBRIDGE PUBLIC LIBRARY BOARD

Board Meeting Minutes

December 2, 2020

Regular Special Board Meeting via Zoom

Present:	Ms. Karen Wedekind Ms. Amanda Maxwell Mr. David Pinnington	Ms. Janice Woynarski Mr. Gary Price (Chair) Mr. Robert Oswald
Regrets:	Mr. Gord McSevney Mr. Thomas Sandor	Councillor Pam Wolf
Staff:	Ms. Helen Kelly Ms. Ellen Lehman	Ms. Megan Lynn Ms. Jamie Kamula

I Acceptance of Agenda

20.49 Moved by Janice Woynarski, seconded by David Pinnington that the Agenda be accepted.

CARRIED

II Disclosure of Pecuniary Interest

There were no disclosures of pecuniary interest.

III Minutes of the Previous Meeting

20.50 Moved by Robert Oswald, seconded by Karen Wedekind that the minutes of the October 28, 2020 regular Special Board meeting be approved.

CARRIED

IV Fine-Free Presentation

Jamie Kamula, Director of Public Services, delivered a presentation on the results of being fine-free since the closure in mid-March. Of the 30,000 physical items on loan at that time, over 98% of items have been returned. Many public libraries in North America have gone permanently fine-free in the past two years. The Board agreed to continuing the fine-free policy into 2021 and working towards going fine-free permanently. At the January Board meeting, staff will present a report to the Board on accounts that are in Collections.

Jamie Kamula left the meeting.

V Financial Reports

a) October Monthly Financial Statement

The October monthly financial statement was received for information.

b) Third Quarter Financial Reports from the Cambridge & North Dumfries Community Foundation

The Third Quarter Financial Reports were received for information.

VI New Business

a) Revised Sick Leave Policy

20.51 Moved by Robert Oswald, seconded by Karen Wedekind that the Cambridge Public Library Board approve the updated Sick Leave, Short-Term and Long-Term Disability Policy and the temporary COVID addendum.

CARRIED

Ellen Lehman left the meeting.

b) Accessibility Training & Policy

Megan Lynn, Human Resources Manager, conducted the mandated accessibility training for Board members. An additional Board workshop for the Accessible Customer Service Policy and Procedures will be held at a future date for those Board members that have not already

received that training. The Statement of Commitment to Accessibility and the Accessibility Plan will be reviewed annually by the Board.

20.52 Moved by Janice Woynarski, seconded by Karen Wedekind that the Cambridge Public Library Board approve the Accessible Customer Service Policy, Accessibility Policy and the Statement of Commitment to Accessibility.

CARRIED

Megan Lynn left the meeting.

c) 2021 Draft Board Meeting Dates and Locations

The meeting dates were finalized for 2021. Virtual meetings will be held until further notice.

d) Annual Board Self-Evaluation

The Board self-evaluation forms were distributed with the Board package. The results of self-evaluation will be compiled by the CEO and will be an agenda item at the January 2021 Board meeting.

e) Remembrance Day Hours of Operations

This item was deferred until the December 16, 2020 regular Special Board meeting.

VII CEO's Report

The CEO reported that the Budget and Audit Committee of City Council was currently discussing the 2021 Budget and planned to have the Budget approved by December 15, 2020.

VIII Chair's Remarks

The Chair invited the Board members to view the holiday ornaments available on the Idea Exchange website. Created at the Old Post Office makerspace, the holiday offerings have been a big success in the past few weeks. The 2020 Dumpster Fire laser-cut ornament has been so popular that staff modified the design and a 3D printed, two-colour version is now available for sale. The Board congratulated the staff for their creativity and strong community connections during this challenging year.

IX Location and Date of Next Meeting

The next regular Special Board meeting will be held on Wednesday, December 16, 2020 via Zoom.

X Adjournment

20.53 Moved by Amanda Maxwell to adjourn.

CARRIED

Gary Price

Chair

Cambridge Public Library Board

Helen Kelly

Secretary/Treasurer

Cambridge Public Library Board