

IDEA|EXCHANGE[®]

CAMBRIDGE PUBLIC LIBRARY BOARD

Board Meeting Minutes

October 25, 2023

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

Present: Mr. Thomas Sandor (Chair) Ms. Yasmine Kashefi
Mr. Jose de Lima Ms. Janice Woynarski
Mr. Robert Oswald Mr. Kirk Oliver
Ms. Colleen Bulla

Staff: Ms. Chrissy Hodgins Ms. Janelle McCabe

Regrets: Ms. Sara Wilbur-Collins

Guests: Janet Gunn, Intent Consultants

Minutes

Acceptance of Agenda

The meeting was called to order by the Chair at 4:36pm.

23.59 Moved by Janice Woynarski, seconded by Colleen Bulla that the agenda be accepted.

CARRIED

Jose de Lima joined the meeting

I Disclosure of Pecuniary Interest

There were no disclosures of pecuniary interest

Presentation: Strategic Planning – Current State Analysis [Intent Consultants]

Janet Gunn from Intent Consultants presented additional information to the Board

and opened up the discussion with the Board to solicit their feedback. The information gathered will be used to draft Idea Exchange's Strategic Plan key priorities.

Janet Gunn, Intent Consultants left the meeting

II Consent Agenda Items

- a) CEO's Report
- b) Minutes of the Previous Meeting: September 27, 2023
- c) Minutes of the Gallery Advisory Committee: June 16, 2023
- d) Q3 2023 KPI report
- e) Buzz Report
- f) WRCF Investment reports

23.60 Moved by Jose de Lima, seconded by Kirk Oliver that the items in the Consent Agenda are approved.

CARRIED

III New Business

- a) Labour Relations [in-camera]

23.61 Moved by Janice Woynarski, seconded by Kirk Oliver that the Cambridge Public Library Board move in camera for a matter related to Labour Relations.

CARRIED

23.62 Moved by Robert Oswald, seconded by Janice Woynarski that the Cambridge Public Library Board reconvene in open session.

CARRIED

23.63 Moved by Jose de Lima, seconded by Kirk Oliver that the Cambridge Public

Library Board approve the recommended health benefit plan limits as presented effective January 1, 2024 for active full-time staff and eligible retirees.

CARRIED

23.64 Moved by Janice Woyarski, seconded by Jose de Lima that the Cambridge Public Library Board approve the recommended health benefit plan limits as presented effective January 1, 2024 for active part-time staff.

CARRIED

Colleen Bulla left the meeting

b) Board & CEO responsibilities

The Board Chair reminded the Board that information requests related to operations are to be communicated through the CEO or Board Chair as the first point of contact, and clarified that trustees are not to make information requests of staff.

c) Financial report and motion to transfer funds held in trust at the City

23.65 Moved by Robert Oswald, seconded by Jose de Lima that the Cambridge Public Library Board approve the transfer of \$300 from the Library Donation Trust Investment for the music program to the Library's 2023 operating budget.

CARRIED

d) Draft 2024 Schedule for Regular Board Meetings

23.66 Moved by Kirk Oliver, seconded by Jose de Lima that the Cambridge Public Library Board approve of the draft 2024 meeting schedule.

CARRIED

23.67 Moved by Kirk Oliver, seconded by Jose de Lima that the Cambridge Public Library board reaffirm the start time of board meetings.

CARRIED

e) Sponsorship Policy

23.68 Moved by Robert Oswald, seconded by Janice Woynarski to further amend the update the Sponsorship Policy.

CARRIED

23.69 Moved by Robert Oswald, seconded by Janice Woynarski that Mr. Oswald will prepare suggested article changes to the policy. The proposed changes will be provided to the Board Chair prior to the next meeting of the board and discussed as business arising from previous minutes.

CARRIED

IV Chair's Remarks

The Chair expressed their concern as it related to adequate staffing support for the CEO, Finance and Human Resources. The Chair provided appreciation for coverage through media and marketing when it comes to promoting Idea Exchange, as well as expressing a positive experience with the new installation in the Gallery.

V Location and Date of Next Regular Board Meeting: November 22, 2023 at 4:30p.m. at Queen's Square

VI Adjournment

23.70 Moved by Jose de Lima to Adjourn at 7:23pm.

CARRIED