

# IDEA|EXCHANGE.

## CAMBRIDGE PUBLIC LIBRARY BOARD

### Board Meeting Minutes

January 25, 2023

### Regular Special Board Meeting at Queen's Square Library via Zoom/In-Person Hybrid Meeting

#### Present:

Mr. Thomas Sandor

Ms. Sara Wilbur-Collins

Mr. Jose de Lima

Mr. Kirk Oliver

Ms. Janice Woynarski

Ms. Karen Wedekind

Ms. Lara Banks

Mr. Robert Oswald

Ms. Councillor Donna Reid

#### Staff:

Ms. Alix Voz

Ms. Jamie Kamula

Ms. Ellen Lehman

Ms. Janelle McCabe

---

#### Minutes

##### I Board Elections for Executive Committee Positions

For the course of the election, the Acting CEO, Ms. Jamie Kamula, will assume the role of Chair.

##### a) Chair Nominations

Ms. Kamula called for nominations of interested individuals for the position of Board Chair.

**23.01 Moved by Robert Oswald, seconded by Karen Wedekind, that Thomas Sandor be nominated for the position of Chair of the Cambridge Public Library Board**

**CARRIED**

Ms. Kamula called for further nominations. There were no further nominations.

# IDEA|EXCHANGE.

**Ms. Kamula acclaimed Thomas Sandor as the Board Chair of the Cambridge Public Library Board for the term of 2023 – 2026**

b) Vice Co-Chair Nominations

Ms. Kamula called for nominations for the position(s) of Vice Chair(s).

**23.02 Moved by Thomas Sandor, seconded by Kirk Oliver, that Robert Oswald and Lara Banks be nominated for the positions of Vice Chairs of the Cambridge Public Library Board**

**CARRIED**

Ms. Kamula called for further nominations. There were no further nominations.

Ms. Kamula closed the nominations for position(s) of Vice Chairs.

**Ms. Kamula acclaimed Robert Oswald and Lara Banks as the Co-Vice Chairs of the Cambridge Public Library Board for the term of 2023 – 2026.**

c) Optional position of Fundraising Chair

Ms. Kamula called for nominations for the optional position of Fundraising Chair.

**23.03 Moved by Janice Woynarski, seconded by Robert Oswald, that Thomas Sandor be nominated for the position of Fundraising Chair of the Cambridge Public Library Board.**

**CARRIED**

Ms. Kamula called for further nominations. There were no further nominations.

Ms. Kamula closed the nominations for position of Fundraising Chair.

**Ms. Kamula acclaimed Thomas Sandor as the Fundraising Chair of the Cambridge Public Library Board for the term of 2023 – 2026.**

d) Cambridge Art Galleries Committee of the Board

Ms. Kamula confirmed that Janice Woynarski will continue for the 2023 – 2024 term as Chair of the Cambridge Art Galleries Committee of the Board.

Ms. Kamula called for nominations for interested members of the Cambridge Art Galleries Committee of the Board.

# IDEA|EXCHANGE.

**23.04 Moved by Robert Oswald, seconded by Karen Wedekind, that Jose de Lima and Kirk Oliver and Sara Wilbur-Collins be nominated for a position on the Cambridge Art Galleries Committee of the Board.**

**CARRIED**

Ms. Kamula called for further nominations. There were no further nominations.

Ms. Kamula closed the nominations for position(s) on the Cambridge Art Galleries Committee of the Board.

**Ms. Kamula acclaimed Jose de Lima and Kirk Oliver and Sara Wilbur-Collins as members of the Cambridge Art Galleries Committee of the Board for the term of 2023 – 2024.**

**Ms. Kamula stepped down as chair and turned the meeting over to the Cambridge Public Library Board Chair for the 2023- 2026 term, Thomas Sandor.**

II Welcome Incoming Board Members, Acting CEO & Staff

III Acceptance of the Agenda

**23.05 Moved by Karen Wedekind, seconded by Kirk Oliver, that the agenda be accepted.**

**CARRIED**

IV Disclosure of Pecuniary Interest

There were no disclosures of pecuniary interest.

V Minutes of the Previous Meeting

**23.06 Moved by Robert Oswald, seconded by Janice Woynarski, that the minutes of the December 14, 2022 Regular Special Board Meeting be approved.**

**CARRIED**

VI Business Arising from the Previous Minutes

a) Draft 2023 Library Board Meeting Schedule and Locations

The Acting CEO provided a draft schedule of ten meeting dates and locations for 2023.

# IDEA|EXCHANGE®

Ellen Lehman and Alix Vox joined the meeting.

**23.07 Moved by Kirk Oliver, seconded by Karen Wedekind, that the Cambridge Public Library Board approve the 2023 Library Board meeting schedule and location of meetings.**

**CARRIED**

b) Update on the Waterloo Region Community Foundation (WRCF)

Ellen Lehman, Director of Finance & Facilities confirmed that the newly merged WRCF will not be issuing new Managed Fund Agreements; rather, our original agreements with the Cambridge and North Dumfries Community Foundation (CND CF) will continue to be honoured.

Councillor Donna Reid joined the meeting.

c) Procedure for transferring the Secretary/Treasurer position from Acting CEO to new CEO

It was reported that Staff at the Ontario Library Service (OLS) have confirmed that it is not a necessary requirement to confirm the Acting CEO/CEO as Secretary/Treasurer at the inaugural meeting's Board elections because it is already in the job description for both role and in the Procedural By-laws for the Cambridge Board of Trustees.

VII Gallery Report – Alix Vox, Gallery Director/Curator

The Gallery Director/Curator presented her report. The Gallery Director/Curator reported that the Hespeler 100 community artwork pop-up displays are on display and receiving great feedback from members. They also reported that on January 28th a Journey of Our Kin will have an Artist Talk and Winter Walk with a meet at 11:00 am by the Riverbluffs Park Boat Lunch. From there, they will walk along the Grand Trunk Trail.

Alix Vox left the meeting.

VIII Financial Items – Ellen Lehman, Director, Finance & Facilities

a) Monthly Financial Report (November 2022)

The report was accepted for information.

# IDEA | EXCHANGE

b) 2023 Operating Budget

Ellen Lehman, Director of Finance & Facilities, reviewed the details of the 2023 Operating Budget. The report was received for information.

c) Waterloo Region Community Foundation Fourth Quarter Statements

The statements were accepted for information. Mr. Robert Oswald asked that Ellen Lehman request an annual report of investment benchmarks from the WRCF.

IX Acting CEO's Report

a) Southeast Galt Recreation Complex/Library Update

The Acting CEO reported that the concept plans for the new facility are in progress and on schedule.

b) Preston Library Exterior Renovation Project & Update on CCRF grant funding

The Acting CEO provided an update to the Board that the extension for the Canada Community Revitalization Fund (CCRF) grant was approved until March 31, 2024 and a new Amending Agreement was signed in early January.

c) Launch of new library catalogue Bibliocommons.

The Acting CEO announced that on Monday, January 16, 2023 the new library catalogue from Bibliocommons went live. The new catalogue has improved search capabilities and account management for individuals, more imbedded reader suggestions, booklists, awards, reader reviews.

X New Business

a) Donation from the ICNA Sisters Canada

The Acting CEO reported that in December, the Cambridge chapter of the ICNA Sisters Canada, a group of Canadian Muslim women, fundraised \$1,500 to donate to Idea Exchange.

**23.08 Moved by Lara Banks, seconded by Janice Woynarski that the Cambridge Public Library Board approve the withdrawal of \$1,500 from the Library Donation Investment Fund to be spent on library collections to support persons with a disability.**

**CARRIED**

# IDEA | EXCHANGE®

Ellen Lehman left the meeting.

b) City of Cambridge Code of Conduct for Local Board and Advisory Committees

The Code of Conduct was accepted for information.

c) 2022 Annual Statistics

The annual statistics were received for information.

XI Idea Exchange Buzz Report for December 2022

The December report was received for information.

XII Chair's Remarks

The Chair expressed his appreciation for being elected as the Chair of the Cambridge Public Library Board.

The Chair proposed a suggestion that once the new CEO starts that the Board Members, Senior Management, as well as the new CEO, take part in the 4 Seasons of Reconciliation Training in 2023.

XIII Location and Date of the Next Meeting

The next Regular Special Board meeting will be held on Wednesday, February 22<sup>nd</sup>, 2023 at 4:30 pm, Queen's Square Board Room.

XIV Adjournment

**23.09 Moved by Lara Banks to Adjourn.**

**CARRIED**