

# IDEA|EXCHANGE.

## CAMBRIDGE PUBLIC LIBRARY BOARD

### Regular Special Board Meeting Minutes – September 22, 2021

This meeting was conducted via Zoom.

Present:

Councillor Pam Wolf  
Ms. Janice Woynarski  
Mr. Robert Oswald  
Ms. Karen Wedekind

Mr. Thomas Sandor  
Mr. Gary Price (Chair)  
Mr. David Pinnington  
Mr. Gord McSevney

Regrets:

Ms. Amanda Maxwell

Staff:

Ms. Helen Kelly  
Ms. Jaime Griffis

Ms. Jamie Kamula

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### Minutes

I Acceptance of Agenda

21.41 Moved by Gord McSevney, 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 Special Meeting

21.42 Moved by Robert Oswald, seconded by Karen Wedekind that the minutes of the August 18th, 2021 Special Board meeting be approved.

CARRIED

Councillor Pam Wolf and Janice Woynarski joined the meeting.

IV Membership Campaign and Orange Shirt Day Presentation

# IDEA | EXCHANGE

Jaime Griffis, Director of Programming & Promotions, reported on the highly successful online membership campaign which saw 770 new online memberships created between January and June of 2021. With the launch of the redesigned physical membership card this month, membership promotions will be directed to targeted populations that will benefit most from fine-free borrowing.

The Director of Programming & Promotions also reported on the activities, book displays and online programs taking place for Orange Shirt Day on September 30th.

## V Financial Statement

### a) August 2021 Monthly Financial Statement

The financial statement was received for information.

## VI CEO's Report

### a) Reopening Update

On September 7th, services were expanded including physically distanced lounge seating being made available and computer use and study table time limits extended. Effective Sunday, September 26th, service hours will be expanded to include Sunday service and weekends at all locations. The CEO reported that a Ministry of Labour inspection for COVID-19 protocols had taken place at the Queen's Square location on September 17th and no orders were issued as the workplace was observed to be in compliance with the regulations.

### b) 2022 Workplan

The current Idea Exchange Strategic Plan and the 2022 Workplan were reviewed. It was agreed that the current Strategic Plan will remain in place through 2022.

## VII New Business

### a) Proof of Vaccination & COVID-19 Vaccine Policy

Under the current regulations for Ontario's Step 3 Roadmap to Reopening, members of the public are not required to show proof of vaccination when entering libraries or galleries. To support the public in obtaining proof of vaccination to enter designated events and businesses, Idea Exchange is printing and laminating vaccination receipts at no charge to visitors.

The draft COVID-19 Vaccine Policy was reviewed.

# IDEA EXCHANGE

21.43 Moved by Thomas Sandor, seconded by Karen Wedekind that the Cambridge Public Library Board approve the COVID-19 Vaccine Policy for staff, students, contractors and volunteers as adapted from the City of Cambridge COVID-19 Vaccine Policy.

CARRIED

b) Queen's Square Sorter Replacement

21.44 Moved by Gord McSevney, seconded by Thomas Sandor that the Cambridge Public Library Board award the Queen's Square Sorter (AMH) Replacement project to MK Solutions, the lowest and best evaluated qualified vendor that meets the Idea Exchange criteria and specifications.

CARRIED

c) Reciprocal Borrowing Expansion

21.45 Moved by David Pinnington, seconded by Janice Woynarski that the Cambridge Public Library Board invite the Brantford Public Library to enter into a reciprocal borrowing agreement for the mutual benefit of both library systems.

CARRIED

## VIII Idea Exchange August Buzz Report

The August report was received for information.

## IX Chair's Remarks

The Chair thanked the Board members for their contributions to the meeting.

## X Location and Date of Next Meeting

The next regular Special Board meeting will be held on Wednesday, October 27th, 2021, via Zoom.

## XI Adjournment

21.46 Moved by Councillor Pam Wolf to adjourn.

CARRIED