

# IDEA|EXCHANGE.

## CAMBRIDGE PUBLIC LIBRARY BOARD

### Regular Special Board Meeting Minutes – January 26, 2022

This meeting was conducted via Zoom.

#### Present:

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

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

#### Staff:

Ms. Helen Kelly

Ms. Karly Boileau

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#### Minutes

##### I Acceptance of Agenda

22.01 Moved by Karen Wedekind, seconded by David Pinnington that the Agenda be accepted with the amendment to add Item 8(c).

CARRIED

##### II Disclosure of Pecuniary Interest

There were no disclosures of pecuniary interest.

##### III Minutes of the Previous Special Meeting

22.02 Moved by Thomas Sandor, seconded by Karen Wedekind that the minutes of the December 15th, 2021 Regular Special Board meeting be approved.

CARRIED

##### IV Health & Safety

A member slipped and fell on December 20, 2021 when entering the Queen's Square location. Appropriate internal and external reporting of this incident has been completed by library staff. Further follow up regarding the incident is being coordinated by Ellen Lehman, Director of Finance and Facilities.

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## V Monthly Financial Report

The November financial report was received for information.

## VI Idea Exchange Buzz Report

The December Buzz Report was received for information.

## VII CEO's Report

### a) Southeast Galt Library Update

The CEO reported that a kick-off meeting was held mid-December with Colliers, the Project Management Firm for the Joint Use Campus at Southeast Galt. She further reported that the RFQ for the design consultant had been drafted and would be released by the City at the beginning of February.

## VIII New Business

### a) Annual Statistics

The annual statistics were reviewed. The CEO highlighted key community connections made during the ongoing pandemic:

Through the online membership, the new physical membership card and the Start Here membership campaign, new memberships increased by 38% over the previous year.

Over 5,000 seed packets were distributed to community members through the Seed Library and with about 10 seeds per packet, over 50,000 individual seeds were distributed.

Gallery staff and volunteers put together over 1,600 poppy kits for crafters to knit or crochet, then return in the drop boxes to support the Cambridge Poppy Project. The final display of over 30,000 poppies throughout the City, including installations on our Hespeler, Preston and Queen's Square locations, was embraced by the community as residents came together to honor veterans during the 100th anniversary of the Remembrance Poppy in Canada.

### b) Board Self-Evaluation & Succession Planning

The Board discussed the results of the self-evaluation survey. Overall, the results were very positive reflecting a Board that works well together. As previously noted, creating a more diverse Board is an area for improvement with Board

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vacancies occurring due to term limits this fall. On February 15th, the CEO, David Pinnington and Robert Oswald will be attending an Ontario Library Service training session on Board succession and will report back to the Board at the February meeting with recommended next steps.

## c) Sick Leave Policy Temporary Addendum

22.03 Moved by Karen Wedekind, seconded by Robert Oswald that revisions to the Sick Leave Policy Temporary Addendum: Sick/Self-Isolation Leave Due to COVID-19 be approved.

CARRIED

## IX Minutes of the December 15, 2021 In Camera Meeting

22.04 Moved by Thomas Sandor, seconded by Janice Woynarski that the minutes of the December 15th, 2021 In Camera Board meeting be approved.

CARRIED

## X Chair's Remarks

The Chair invited the Board members to attend the upcoming virtual OLA Superconference.

## XI Location and Date of Next Meeting

The next regular Special Board meeting will be held on Wednesday, February 23, 2022 via Zoom.

## XII Adjournment

22.05 Moved by Thomas Sandor to adjourn.

CARRIED