

IDEA|EXCHANGE.

CAMBRIDGE PUBLIC LIBRARY BOARD

Regular Special Board Meeting Minutes – April 27, 2022

This meeting was conducted via Zoom.

Present:

Councillor Pam Wolf
Mr. Gord McSevney
Ms. Janice Woynarski
Ms. Amanda Maxwell

Mr. Thomas Sandor
Mr. Robert Oswald
Mr. Gary Price (Chair)
Mr. David Pinnington

Regrets:

Ms. Karen Wedekind

Staff:

Ms. Helen Kelly

Ms. Janelle McCabe

Guests:

Mr. Matthew Betik, KPMG

Mr. Nick Deane, KPMG

Minutes

I Acceptance of Agenda

22.17 Moved by Janice Woynarski, seconded by Thomas Sandor that the Agenda be accepted.

CARRIED

II Disclosure of Pecuniary Interest

There were no disclosures of pecuniary interest.

III Minutes of the Previous Regular Special Meeting

22.18 Moved by Councillor Pam Wolf, seconded by Robert Oswald that the minutes of the March 23rd, 2022, Regular Special Board meeting be approved.

CARRIED

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IV New Website & Brand Identity Standards

Jamie Kamula, Director of Public Services and Digital Services, and Jaime Griffis, Director of Programming & Promotion, presented a preview of the new website and brand identity standards that will launch this summer. The Board congratulated staff on the excellent work done on these projects.

Jaime Griffis left the meeting. Nick Deane and Matthew Betik joined the meeting.

V Financial Reports

a) 2021 Audit Findings Report

KPMG auditors, Nick Deane and Matthew Betik, presented the 2021 Audit Findings Report to the Board. The auditors noted that due to the pandemic, the audit was conducted virtually this year and thanked staff for their assistance throughout the process.

The Board requested that staff provide a current inventory of the Gallery's Permanent Art Collection and Public Art Commissions. Staff will report back to the Board at the September Board Meeting.

b) 2021 Audited Financial Statement

21.19 Moved by Janice Woynarski, seconded by David Pinnington that the Cambridge Public Library Board approve the 2021 annual audited financial statements as presented.

CARRIED

21.20 Moved by Amanda Maxwell, seconded by Robert Oswald that the Cambridge Public Library Board confirm the appointment of KPMG as the auditors for the Cambridge Public Library Board for 2022.

CARRIED

Nick Deane and Matthew Betik left the meeting.

c) First Quarter Financial Report

22.21 Moved by Thomas Sandor, seconded by Robert Oswald that the Cambridge Public Library Board approve the request to withdraw \$4,936 from the Cambridge Public Library Managed Fund and \$4,936 from the Cambridge Art Gallery Managed Fund

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held at the Cambridge and North Dumfries Community Foundation as per the 2022 operating budget.

CARRIED

d) Donations Investments (Trust) Fund

The report was reviewed and received for information.

e) Reserve Accounts

The reserve accounts were reviewed and received for information.

Ellen Lehman left the meeting.

VI Business Arising from the Previous Minutes

a) Board Legacy Document & Board Trustee Position Mandate

22.22 Moved by Councillor Pam Wolf, seconded by Amanda Maxwell that the Cambridge Public Library Board approve the Board Legacy Document.

CARRIED

22.23 Moved by Amanda Maxwell, seconded by Thomas Sandor that the Cambridge Public Library Board approve the Board Trustee Position Mandate.

CARRIED

b) 4 Seasons of Reconciliation Training

The online 4 Seasons of Reconciliation Training opportunity was discussed. Thomas Sandor is participating in the training and will report back to the Board with recommendations.

VII CEO's Report

a) 2021 Community Report

The Board reviewed the report and the success of the Cambridge Poppy Project throughout the year. The Board requested that print copies be available at all locations and that the report be featured on the in-house digital screens. Councillor Pam Wolf requested that the CEO present the report to City Council at an upcoming Council meeting.

VIII New Business

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a) Election-Related Resources Policy

22.24 Moved by David Pinnington, seconded by Amanda Maxwell that the Cambridge Public Library Board approve the amended Election-Related Resources Policy.

CARRIED

b) Disconnecting from Work Policy

22.25 Moved by Robert Oswald, seconded by Gord McSevney that the Cambridge Public Library Board approve the Right to Disconnect from Work Policy.

CARRIED

c) Trespass Policy & Code of Conduct

22.26 Moved by Janice Woynarski, seconded by Gord McSevney that the Cambridge Public Library Board approve the amended Trespass Policy.

CARRIED

22.27 Moved by David Pinnington, seconded by Councillor Pam Wolf the Cambridge Public Library Board approve the amended Code of Conduct for members of the public.

CARRIED

IX March Idea Exchange Buzz & March Break Report

The report was received for information.

X In Camera Discussion of Named Person(s)

22.28 Moved by David Pinnington, seconded by Gord McSevney that the Cambridge Public Library Board move in camera for a discussion of personal matters about an identifiable individual(s).

CARRIED

22.29 Moved by Councillor Pam Wolf, seconded by Amanda Maxwell that the Cambridge Public Library Board reconvene in open session.

CARRIED

XI Chair's Remarks

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The Chair invited the Board members to Planting Day at the Idea Exchange, Preston Community Garden on Saturday, May 28th at 10:30am.

XII Location and Date of Next Meeting

The next regular Special Board meeting will be held on Wednesday, May 25th, 2022. The meeting will be in-person or via Zoom as determined by health protocols in Waterloo Region.

XIII Adjournment

22.30 Moved by Amanda Maxwell to adjourn.

CARRIED