

CAMBRIDGE PUBLIC LIBRARY BOARD

Board Meeting Minutes

September 17, 2025

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

Present:

Thomas Sandor (Chair)	Robert Oswald
Helen Shwery	Colleen Bulla
Yasmine Kashefi	Sara Wilbur-Collins
Corey Kimpson	

Staff:

Chrissy Hodgins	Janelle McCabe
Andrea Siemens	Ellen Lehman
Wayne Ramsey	

Regrets:

Janice Woynarski	Adam Cooper
Jose de Lima	

The meeting was called to order by the Chair, Tom Sandor, at 4:51pm.

I Acceptance of Agenda

25.30 Moved by Yasmine Kashefi, seconded by Colleen Bulla that the agenda be accepted.

CARRIED

II Disclosure of Pecuniary Interest

There were no disclosures of pecuniary interest.

III Presentations

Corey Kimpson joined the meeting

- a) 2025 Summer Reading Club Highlights – A. Siemens, Youth Services Manager

Andrea Siemens, Youth Services Manager, presented highlights from the 2025 Summer Reading Club.

Andrea Siemens left the meeting

- IV Consent Agenda
 - a) Minutes of the Previous Meeting: June 25, 2025
 - b) Staff Report: 2025 Q2 Metrics and Q2 Gallery Report
 - c) Staff Report: Rebrand Update, July & August 2025 Buzz Report
 - d) Staff Report: Board Evaluation Results and Next Steps
 - e) WRCF Investment reports: June and July
 - f) Financial Reports: May 2025, Q2 Report and July 2025

25.31 Moved by Yasmine Kashefi, seconded by Robert Oswald that the items in the Consent Agenda be approved.

CARRIED

V Business Arising from Previous Minutes - none

VI Items of New Business

- a) 2026 Library Holiday Closures

25.32 Moved by Corey Kimpson, seconded by Sara Wilbur-Collins that the Cambridge Public Library Board approve the 2026 Library Holiday Closure dates.

CARRIED

- b) 2026 Board meeting dates

25.33 Moved by Helen Shwery, seconded by Colleen Bulla that the Cambridge Public Library Board approve the proposed 2026 board meeting dates.

CARRIED

25.34 Moved by Robert Oswald, seconded by Yasmine Kashefi that the Cambridge Public Library Board to reaffirm start time of board meetings as 4:45 p.m.

CARRIED

c) Policy Review: Naming Rights Policy

25.35 Moved by Sara Wilbur-Collins, seconded by Yasmine Kashefi that the Cambridge Public Library Board approve the Naming Rights Policy.

CARRIED

d) Staff Report - 6th Location Naming

25.36 Moved by Colleen Bulla, seconded by Sara Wilbur-Collins that the Cambridge Public Library Board approve the naming convention for the future sixth CPL location at Wesley Boulevard as Southeast Galt.

CARRIED

Ellen Lehman and Wayne Ramsey joined the meeting

e) Staff Report - Capital Project Roof Tender

25.37 Moved by Robert Oswald, seconded by Helen Shwery that the Cambridge Public Library Board award the tender for the Queen's Square Roof Replacement and Preston Roof Replacement capital projects to the lowest compliant bids.

CARRIED

Wayne Ramsey left the meeting

f) Staff Report - 10-year Capital Budget

g) Staff Report - 2026-2029 Operating Budget

25.38 Moved by Robert Oswald, seconded by Yasmine Kashefi that the Cambridge Public Library Board approve the 2026 operating budget estimates and the 2026-2035 capital project estimates.

CARRIED

25.39 Moved by Sara Wilbur-Collins, seconded by Colleen Bulla that the Cambridge Public Library Board approve the operating budget projections for 2027, 2028 and 2029.

CARRIED

25.40 Moved by Helen Shwery, seconded by Colleen Bulla that the Cambridge Public Library Board direct the CEO to forward the 2026-2029 operating budget and 2026-2035 capital budget to the City of Cambridge Financial Services

Division.

CARRIED

Ellen Lehman left the meeting

- h) Staff Remarks - CEO Report – oral report; including closed session discussion on matters relating to litigation or potential litigation, labour relations, and the security of the property of the board.

The CEO presented an update to the Board outlining upcoming priorities, including capital projects, the Library facility master plan and planned policy reviews.

Janelle McCabe left the meeting.

The CEO advised the board to move into closed session to provide updates on matters relating to litigation or potential litigation, labour relations, and the security of the property of the board.

**25.41 Moved by Sara Wilbur-Collins, seconded by Colleen Bulla that the Cambridge Public Library Board move to closed session for matters relating to litigation or potential litigation, labour relations, and the security of the property of the board.
CARRIED**

**24.42 Moved by Yasmine Kashefi, seconded by Corey Kimpson that the Cambridge Public Library Board reconvene in open session.
CARRIED**

VII Chair's Remarks

The Chair commended CPL staff on a successful and record-setting Summer Reading Club. The Chair also reminded and gave advanced thanks to board members who are volunteering additional time to connect with the public on Member Appreciation Day (October 4).

Finally, the Chair asked for the minutes of record to state kudos to Ellen Lehman on preparation of the budget.

VIII Location and Date of Next Regular Board Meeting: November 12, 2025, starting at 4:45 p.m. at Queen's Square.

IX Adjournment

25.43 Moved by Colleen Bulla to adjourn.

CARRIED

The meeting was adjourned at 8:20 p.m.