



Location: McCormick Branch



Date: September 27, 2023



Time: 5:00pm

Board Meeting Minutes

Attending: F. Mensink (Chair); D. Charlton; K. McManus; J. Murphy; L. Li; M. Kelly; N. Campbell; R. Chambers; Councillor J. Wright

Staff: K. Kipfer (CEO); L. Jupan (Manager, Finance & Facilities)

1. Call to Order

- 1.1 Land Acknowledgement
F. Mensink called the meeting to order.

2. Approval of the Agenda

Moved by J. Murphy, seconded by N. Campbell that the agenda be approved.

Motion carried

3. Disclosure of pecuniary interest and the nature thereof

None

4. Approval of the minutes of the 2023 AGM with the ratification of the minutes from the 2022 AGM.

Moved by K. McManus, seconded by D. Charlton that the 2023 AGM minutes be approved.

Motion carried

5. Approval of the minutes of the regular June 28, 2023 meeting.

Moved by J. Murphy, seconded by L. Li that the June 28 minutes be approved.

Motion carried

6. Business arising from the minutes

6.1 Sub-committee membership

F. Mensink called for members to be identified for the 2023-2024 year sub-committees.

- Finance Committee
J. Murphy (Chair), F. Mensink, N. Campbell and Councillor J. Wright.
- Governance Committee
D. Charlton (Chair) L. Li, M. Kelly, R. Chambers



Location: McCormick Branch



Date: September 27, 2023



Time: 5:00pm

- Fundraising Committee
- L. Li (Chair), K. McManus, N. Campbell

7. Chair Update

F. Mensink provided background information about the Capacity Canada Board Governance Bootcamp. K. Kipfer will attend with D. Charlton as the Governance Committee Chair.

8. Correspondence

None

9. Committee Reports

J. Murphy presented a report on behalf of the Finance committee following the review of the 2nd Quarter Financial reports. The budget is on target with no major concerns at this time.

10. CEO Report – K. Kipfer

- Strategic plan work has continued through the summer with the continuation of key informant interviews, public and staff engagement and ongoing work with staff committees to make sense of the information gathered.
- The Mission, Vision and Values working group has met 3 times with iPCi consultants to review and develop new organization vision content.
- Conversations are ongoing about possible renovations at AMCC. A feasibility study for the facility has been returned by the architect and the City of Waterloo is reviewing opportunities for funding the project.
- The fall board retreat for continued strategic plan work will take place on October 14.

Motion carried

11. Other Business

F. Mensink requested that each sub-committee plan to meet in advance of the November board meeting to prepare a work plan for the term. These plans will be shared at the November meeting.

12. Date of Next Meeting – October 25, 2023 at the John M. Harper Branch



Location: McCormick Branch



Date: September 27, 2023



Time: 5:00pm

13. Adjournment

Moved by K. McManus, seconded by N. Campbell that the meeting be adjourned.

Motion carried