

February 18, 2020

Cornwall Public Library Board Meeting

Members Present:

Carilyne Hébert
Jennifer Jarvis
Brenda Quesnel
Jane McLaren

Joan Gaudreau
Denise Nielsen
Susan Kail

Helen McCutcheon – Secretary Treasurer/CEO
Russell Abraham – Recording Secretary

Members Absent:

1. **Call to Order**

Jennifer Jarvis called the meeting to order at 4:46pm.

- a) Acknowledgement: We would like to begin by acknowledging that the land on which we gather is the traditional territory of the Haudenosaunee Peoples, specifically the Kanien'keha:ka (Mohawk)
- b) Excused absences
Kathleen Bergeron, Patricia Waters
- c) Conflict of Interest
Carilyne Hébert declared a conflict of interests regarding 6 e) Tiny Forest@Library project.
- d) Additions/Deletions/Approval of the Agenda

2020-06 Moved by Joan Gaudreau, seconded by Susan Kail, to approve the agenda as presented.
Carried.

2. **Consent Items**

- a) Minutes from January 21, 2020.

2020-07 Moved by Joan Gaudreau, seconded by Brenda Quesnel, to approve the minutes as presented.
Carried.

- b) Treasurer's Report – Income Statement to January 31, 2020.

2020-08 Moved by Carilyne Hébert, seconded by Susan Kail, to approve financial report as presented.

Carried.

3. **Correspondence**

City of Cornwall – A Cash Budget report was presented to the Board that was provided by Justin Cordell from the Finance Department of the City of Cornwall.

Alzheimer Society – A Thank you letter was presented to the Board for Helen's participation in the SoupsOn fundraising event.

4. **Communication/Reports**

a) CEO's Activity Report for February 2020 was received by the Board. Discussion on some items included, the newspaper digitization project update, a potential merging of SOLS and OLA-N into OLS. And the Boards participation in this years Home Spring and Leisure Show.

5. **Business Arising**

a) The MOU presented in January 2020's meeting was presented to and accepted by Tree Action Arbre.

b) Changes to the Cornwall Public Library Board By-law 4.

Per by-law 20 Amendment of by-laws; Notice of changes to By-law 4 was given in the January 2020 Cornwall Public Library Board meeting.

2020-09 Moved by Joan Gaudreau, seconded by Denise Nielsen, to to change by-law 4 Meetings of the board; paragraph 3 from "The Board meets 10 times per year." To "The Board meets a minimum of seven (7) times per year."

Carried.

The Chair requested that the Public Library Act be reviewed to determine if a specific time for public meeting need to be publicly announced or specifically defined in the By-law.

c) Helen provided an update on what topics will be discussed during the Professional Development Day scheduled for March 23, 2020.

6. **New Business**

a) SOLS Trustee Council Attendance – The council meets 2 times per year. If any Board members would like to attend these regional meetings with the Board Chair, they are to notify the Board Chair of their interest.

b) Mission Vision on Agenda – The Chair asked if the Board would like to see the Mission and Vision Statements for the Cornwall Public Library on the agenda of future meetings. It was suggested that they be present on the back of the agenda.

c) OLA Conference summary report from staff – See CEO Activity Report attached.

d) OLBA Board Boot Camp – Jennifer Jarvis and Susan Kail presented their report from their attendance to this year’s OLBA Boot Camp.

e) Executive Session

2020-10 Moved by Denise Nielsen, seconded by Susan Kail, to move into closed session to address matters pertaining to Section 16.1 (4) (b) and (g) of the Public Libraries Act, R.S.O 1990, c. P.44.

Carried.

2020-11 Moved by Joan Gaudreau, seconded by Susan Kail, to move out of camera.

7. **Round Table**

None.

9. Next meeting will be Tuesday March 24, 2020 at 4:45pm.

10. The meeting adjourned at 6:12 pm