

October 27, 2020

## Cornwall Public Library Board Meeting

### Members Present:

Patricia Waters

Jennifer Jarvis

Brenda Quesnel

Carilyne Hébert

Kathleen Bergeron

Joan Gaudreau

Susan Kail

Jane McLaren

Helen McCutcheon – Secretary Treasurer/CEO

Russell Abraham – Recording Secretary

### Members Absent:

#### 1. **Call to Order**

Kathleen Bergeron called the meeting to order at 4:44pm.

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  
Denise Nielsen

c) Conflict of Interest  
None declared.

d) Additions/Deletions/Approval of the Agenda

**2020-34** Moved by Patricia Waters, seconded by Susan Kail, to approve the agenda with the addition of 3.c) Letter from Rideau Elevator Services.

Carried.

#### 2. **Consent Items**

a) Minutes from September 22, 2020.

b) Treasurer's Report – Income Statement to September 30, 2020.

**2020-35** Moved by Patricia Waters, seconded by Brenda Quesnel, to approve consent items as presented

Carried.

#### 3. **Correspondence**

a) Letter from the Union – Notice to Bargain

b) Estate of Rhoda Bartle – Donation

c)Rideau Elevator Services – Tender 20-T32

4. **Communication/Reports**

a) CEO's Activity Report for October2020 was received by the Board.

5. **Business Arising**

No Business Arising.

6. **New Business**

a) Draft Budget 2021 – With the direction from the City of Cornwall, the 2021 draft budget was presented to the Board.

**2020-36** Moved by Patricia Waters, seconded by Carolyne Hébert, to approve the 2021 draft budget as presented.

Carried.

**2020-37** Moved by Jennifer Jarvis, seconded by Kathleen Bergeron, to move into closed session to address matters pertaining to Section 16.1 (4) (b) and (d) of the Public Libraries Act, R.S.O 1990, c. P.44.

Carried.

b) Collective bargaining

c) 2021 Management increments

**2020-38** Moved by Kathleen Bergeron, seconded by Jennifer Jarvis, to move out of closed session.

Carried.

d) OLA 2021 conference and membership – The 2021 OLA conference will be held virtually this year. The Board requested that their memberships be renewed and to register interested board members to attend the conference.

e) Operational re-organization plan – As a result of the changed workflow at the Library due to COVID19, there has been some changes in the reporting and allocation of tasks among the management team. Management have found efficiencies and would like to implement these temporary changes permanently. The Board would like to compare the existing organization chart to the proposed chart.

7. **Round Table**

None. Carilyne,

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

10. The meeting adjourned at 5:55 pm