

March 23, 2021

Cornwall Public Library Board Meeting

Members Present:

Joan Gaudreau
Jennifer Jarvis
Jane McLaren
Susan Kail

Patricia Waters
Brenda Quesnel
Carilyne Hébert

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

Excused absences
Denise Nielsen

1. **Call to Order**

Jennifer Jarvis 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) Conflict of Interest
None declared.
- c) Additions/Deletions/Approval of the Agenda

2021-07 Moved by Joan Gaudreau, seconded by Susan Kail, to approve the agenda as presented.

Carried.

2. **Consent Items**

- a) Minutes from February 23, 2021.
- b) Treasurer's Report – Income Statement to February 28, 2021.

2021-08 Moved by Patricia Waters, seconded by Brenda Quesnel, to approve consent items as presented

Carried.

3. **Correspondence**

City of Cornwall Re: Budget Schedule from Justin Cordell

4. **Communication/Reports**

- a) CEO's Activity Report for March 2021 was received by the Board. Questions from the Board arising from the CEO report were regarding the state of the pandemic and its impact on operations.

5. **Business Arising**
No Business Arising.

6. **New Business**

- a) Strategic Planning – The Board retreat for strategic planning is in process of being scheduled.
- b) Branding update – Certain questions in the questionnaire have been sent to the branding team. Kick-off meeting is scheduled for March 29, 2021.
- c) Policy update – Workplace Violence Prevention Policy. Legislative review of the policy to ensure provincial compliance.

2021-09 Moved by Patricia Waters, seconded by Susan Kail, to approve the Workplace Violence Prevention Policy as presented
Carried.

2021-10 Moved by Joan Gaudreau, seconded by Carilyne Hébert, to move into closed session.
Carried.

d) Vacation allotment

2021-11 Moved by Susan Kail, seconded by Patricia Waters, to move out of closed session.
Carried.

7. **Round Table**

8. Next meeting will be Tuesday April 27, 2021 at 4:45pm via Zoom.

9. The meeting adjourned at 5:16 pm