

May 25, 2021

## Cornwall Public Library Board Meeting

### Members Present:

Joan Gaudreau	Patricia Waters
Jennifer Jarvis	Liane Stuckless
Carilyne Hébert Arr. 5:15PM	Susan Kail
Denise Nielsen	Brenda Quesnel

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

Excused absences  
Jane McLaren

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

Jennifer Jarvis called the meeting to order at 4:42pm.

- 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

**2021-16** Moved by Joan Gaudreau, seconded by Patricia Waters, to approve the agenda as presented.

Carried.

### 2. **Consent Items**

- a) Minutes from April 27, 2021.

**2021-17** Moved by Joan Gaudreau, seconded by Liane Stuckless, to approve the minutes as presented

Carried.

- b) Treasurer's Report – Income Statement to April 30, 2021.

**2021-18** Moved by Susan Kail, seconded by Denise Nielsen, to approve consent items as presented

Carried.

### 3. **Correspondence**

Letter from CUPE Local 5423

4. **Presentation** 2020 Audited Financial Reports – Jamie Pollock, CPA from MNP

Mr. Pollock provided the 2020 Audited Financial Reports and presented his findings.

**2021-19** Moved by Susan Kail, seconded by Brenda Quesnel to accept and approve the 2020 Audited Financial Report as presented.

Carried.

5. **Communication/Reports**

a) CEO's Activity Report for May 2021 was received by the Board.

6. **Business Arising**

No Business Arising.

7. **New Business**

a) Letter from CUPE 5423 - Memorial donation for former Employee to be displayed at CPL. The Board discussed various policies and costs and commitment related to this request from the Union. Additional information was requested by the Board to decide.

b) 2020 Surplus return to the city. Now that the 2020 Audited Financial Reports are approved there is a matter of a \$160,000.00 surplus that has been requested by City administration to be return to the City.

**2021-20** Moved by Patricia Waters, seconded by Liane Stuckless to return \$160,000.00 of 2020 Operating Budget to the City.

Carried.

c) Branding update – All progress is paused until the Strategic Plan is finalized.

d) Strategic Planning – Report will be distributed to the Board and there will be a Strategic Plan meeting on June 15, 2020 at 4:30pm via Zoom to discuss the report.

8. **Round Table**

It was discussed that on June 22, 2021 the Emergency Food Hamper at the old Home Hardware location, anyone who would like to volunteer please contact Carilyne Hébert.

9. Next meeting will be Tuesday June 22, 2021 at 4:45pm via Zoom.

10. The meeting adjourned at 5:48 pm