September 28, 2021

Cornwall Public Library Board Meeting

Members Present:

Marc Benoit	Joan Gaudreau
Carilyne Hébert	Jennifer Jarvis
Jane McLaren	Denise Nielsen
Brenda Quesnel	Liane Stuckless

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

Excused absences
Patricia Waters

1. **Call to Order**
Denise Nielsen called the meeting to order at 4:48pm.

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

2021-32 Moved by Marc Benoit, seconded by Carilyne Hébert, to approve the agenda as presented.

Carried.

2. **Consent Items**
a) Minutes from June 22, 2021.

2021-33 Moved by Brenda Quesnel, seconded by Liane Stuckless, to approve the minutes as presented

Carried.

b) Treasurer's Report – Income Statement to August 31, 2021.

2021-34 Moved by Joan Gaudreau, seconded by Jennifer Jarvis, to approve the Treasurer's Report as presented

Carried.

3. **Correspondence**
No correspondence

4. **Communication/Reports**
   a) CEO's Activity Report for September 2021 was received by the Board.

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

6. **New Business**

a) Mission and Vision Statement; -Mission, Vision Statement, Laridae provided some suggested statement poll for Board to pick favorite suggestions and to pick most vote.
b) Library Hours; The CEO presented a need to increase operating hours, but not yet to pre-pandemic levels. It is proposed that Wednesday's hours will be 9:30am-8:30pm and Saturday 9:30am-5:00pm.

2021-35 Moved by Jennifer Jarvis, seconded by Marc Benoit, to approve the proposed modified schedule until the end of the year.

Carried.

c) Storage: Social Service was the primary tenant in the basement for many years. There are two potential tenants that are inquiring for space. The Board would like to be notified when new tenants rent space.

d) Naming of rooms: Wit the rebranding of the organization nearly complete there has been discussion of offering some rooms to be purchased by local organizations to promote local business and organizations. Naming rights policy will be sent to the Board for review.

e) Vaccine clinic: Email from EOHU asking to have our location as a pop-up location. Board is in agreement to go forward with the partnership.

f) Logo/Strat Plan :Roll-out; Looking to rollout week of October 17 during OPLW. Board Members who are able to attend are encouraged to.

g) Update to Board member list; information to be reviewed and updated for public

h) On call compensation policy; moved to be discussed in camera with 6. k).

i) Meeting format for future meetings: Future Board meetings will endeavor to return back in person. A need to be flexible was suggested with perhaps a hybrid model. Next meeting will be hybrid.

j) Truth & Reconciliation day update: The Library is participating in the holiday in a variety of ways including; Card blocks on the website, movies on the subject being aired in-house, offering buttons to patrons, book displays of topics and authors,

and staff will be wearing orange.

2021-36 Moved by Jennifer Jarvis, seconded by Liane Stuckless, to move into closed session to address matters pertaining to Section 16.1 (4) (b) of the Public Libraries Act, R.S.O 1990, c. P.44.

Carried.

k) Performance Evaluation update;

h) On call compensation policy:

2021-37 Moved by Joan Gaudreau, seconded by Brenda Quesnel, to move the meeting out of camera.

Carried.

l) Round Table

Carilyne Hébert shared that Social Development Council of Cornwall & Area annual job fair (5) mini fairs Benson Center Oct 19, 20, 21 25, 26, 27 (sector specific) over 2 weeks. Next week will be advertised.

Jennifer Jarvis thanked Denise Nielsen for chairing the meeting.

Marc Benoit asked if other organizations are open and providing events Truth & Reconciliation Day.

m) Next meeting will be Tuesday October 26, 2021, at 4:45pm via Zoom with a hybrid option.

n) The meeting adjourned at 5:46 pm