

March 28, 2023

## **Cornwall Public Library Board Meeting**

### **Members Present:**

Jennifer Jarvis  
Denise Nielsen (arrived at 5:10)  
Carilyn Hebert (via Zoom)  
Chantal Tranchemontagne  
Kashenniiostha – Tara Francis

Ryan MacKay  
Carol Boileau  
Lindsay Below  
Gabrielle Fecteau

Stephanie McMartin – Interim CEO  
Pierre Dufour – Recording Secretary

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

Jennifer Jarvis called the meeting to order at 4:47 pm.

- 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

**2023-19** Moved by Carol Boileau, seconded by Chantal Tranchemontagne, to approve the agenda.

Carried.

### **2. Consent Items**

- a) Minutes of March 07, 2023.

**2023-20** Moved by Kashenniiostha – Tara Francis, seconded by Chantal Tranchemontagne, to approve minutes without additions or deletions.

Carried.

### **3. Correspondence**

- a) None

4. **Communication/Reports**

- a) Library Activity Report February 2023 was presented
- b) Library Activity Report March 2023 was presented
- c) OLA report by Lindsay Below was received

5. **Business Arising**

- a) Motion to accept changes to Cornwall Public Library Bylaw-16: Signing Officers of the Board

**2023-21** Moved by Lindsay Below, seconded by Chantal Tranchemontagne to accept the amendments as proposed.

Carried.

6. **New Business**

- a) Review of the current Code of Conduct policy. The current Code of Conduct was presented to solicit feedback from the Board in preparation for updating the policy. It was last reviewed in 2018. A review of best practices is also underway.
- b) Review of the current Room Rental Policy. The policy needs updating as it dates to 2018. The guidelines could be more reflective of the policy statement. The room rental rates cited in the policy were updated within the last two years.

7. **Round Table**

- a) Job Fair happening on March 29, 2023.
- b) Jennifer Jarvis participated in a workshop about hiring newcomers and resources.
- c) Tickets going on sale for the Truth and Reconciliation Gala taking place in June. More information can be found on Facebook and EventBrite under Gemini Gala.

8. **In-Camera**

- a) Pursuant to the Cornwall Public Library Board of Directors Bylaw-4 and PLA 16.1(4)(b), personal matters about an identifiable individual.

**2023-22** Moved by Carol Boileau, seconded by Ryan MacKay, to move the meeting in camera.

**2023-23** Motion to move the meeting out of camera moved by Gabrielle and seconded by Chantal Tranchemontagne.

Carried.

9. Next meeting is April 25, 2023, at 4:45 p.m. in person and via Zoom.
10. The meeting adjourned at 6:02 p.m.