

Cornwall Public Library Board Meeting

November 28, 2023

Members Present:

Jennifer Jarvis
Denise Nielsen
Chantal Tranchemontagne
Lindsay Below
Carilyne Hebert

Ryan MacKay
Carol Boileau
Gabrielle Fecteau

Regrets: Kashenniiostha – Tara Francis

Stephanie McMartin – Interim CEO

Lise Babcock – Recording Secretary

1. Call to Order

Denise Nielsen called the meeting to order at 4:48 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
Agenda accepted as amended.

2023-48 Moved by Lindsay Below, seconded by Chantal Tranchemontagne to approve amended agenda.

Carried.

2. Consent Items

- a) Minutes of October 24, 2023.

2023-49 Moved by Denise Nielsen, seconded by Jennifer Jarvis, to approve minutes without additions or deletions.

Carried.

b) Financial Report

2023-50 Moved by Carol Boileau, seconded by Lindsay Below, to approve Financial Report.

Carried.

3. **OLA and FOPL Update**

- a) Advocacy alert: FOPL lobbying day to double available grant money for public libraries due to an increased number of issues that libraries are responding to in communities across Canada (mental health, addictions, housing, etc.). Reporting on the Day of Advocacy to be posted on FOPL's website.

4. **Communication/Reports**

- a) Library Activities Report for November 2023 was discussed – patch sealant on the side of the building is completed. Repairs to the interior basement plaster will be addressed in 2024.

Discussion regarding programming with VR headsets, “Body Swap” with VR headsets, Meditation program with VR headsets, potential to provide interesting experiences to patrons such as virtual tours of the Anne Frank house.

Question from Lindsay Below regarding the procedure surrounding interlibrary loan.

5. **Business Arising**

- a) Roof tender award – motion to confirm TC Crawford as the accepted bid.

2023-51 Moved by Ryan McKay, seconded by Chantal Tranchemontagne.

- b) Budget submission for 2024 – Review of budget submission to be presented to the City. To reduce the amount requested a reserve fund will be created out of 2023 funds and applied to 2024. Fundraising opportunities should be reviewed in 2024.

2023-52 Moved by Jennifer Jarvis, seconded by Lindsay Below, to allocate \$50,000 from this year's budget to reserves for use in 2024.

2023-53 Moved by Lindsay Below, seconded by Gabrielle Fecteau to approve the budget submission.

6. **New Business**

a) Creation of new position – HR Coordinator.

2023-53 Moved by Jennifer Jarvis, seconded by Chantal Tranchemontagne, to create HR Coordinator position.

7. **In Camera**

a) Pursuant to the Cornwall Public Library Board of Directors Bylaw-4 and PLA 16.1(4)(e), For reason of litigation or potential litigation, including matters before administrative tribunals, affecting the board.

2023-54 Motion to move in-camera by Jennifer Jarvis @ 5:37 PM, seconded by Carol Boileau.

Carried.

2023-55 Motion to move out-of-camera by Lindsay Below, seconded by Jennifer Jarvis @ 5:47 PM.

Carried.

8. **Next Meeting:** January 23, 2024, at 4:45

9. **Adjournment**

2023-56 Motion to adjournment by Lindsay Below, seconded by Gabrielle Fecteau @ 5:50 pm.

Carried.