

Cornwall Public Library Board Meeting

Wednesday, January 22, 2025

Members Present:

Virtually :

Jennifer Jarvis (chair) Gabrielle Fecteau
Chantal Tranchemontagne Saima Naqvi

In-person :

Carol Boileau Lindsay Below
Ryan MacKay Denise Neilson
Stephanie McMartin – CEO, Pierre Dufour – Manager, Recording Secretary

Regrets: Carilyn Hébert

1. Call to Order

The meeting was called to order at 4:45 p.m.

a) Land Acknowledgement:

We want 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) Declarations of conflict of interest: None declared

c) Additions/Deletions/Approval of the Agenda:

2025-01 Motion to approve agenda: Moved by Ryan MacKay, seconded by Carol Boileau.

Motion carried.

2. Consent Items

a) Minutes of November 26, 2024

2025-02 Moved by Chantal Tranchemontagne, Seconded by Gabrielle Fecteau.

Motion carried.

b) **Financial report of November 2024**

2025-03 Moved by Jennifer Jarvis, Seconded by Ryan MacKay.

Motion carried.

3. **Communication/Reports**

a) **Library Activities Report**

Stephanie McMartin- CEO

- Stephanie McMartin announced the receipt of the provincial operating grant and the renewal of membership with the Federation of Ontario Public Libraries (F.O.P.L.).
- The Novel Branch is relocating to the Library until a permanent space is found, with ongoing discussions for a potential location at St. Lawrence College.
- The City's Head of Human Resources will support upcoming contract negotiations with CUPE.
- KPMG will start the annual audit in March.

Pierre Dufour – Manager – Programming & Marketing

- The programming year ended with a successful New Year's Eve party for families on December 31, featuring a simulated countdown.
- In 2024, 400 programs were organized, including 118 with community partners and about fifteen in-library class visits, in May and June.
- A fully staffed programming team could have delivered over five hundred programs.
- Outreach efforts engaged 5,240 individuals across seventy events, more than doubling outreach from 2023.
- Looking ahead, 2025 will be significant as the programming staff gains experience leading up to the 130th anniversary celebrations.

4. **New Business**

a) **Board Resignation**

Denise Neilson is resigning from the board immediately due to her work schedule, which prevents her from attending meetings. She served as vice-chair.

b) **New vice-chair Nominations**

Chantal Tranchemontagne declined the vice-chair nomination, while Gabrielle Fecteau's unopposed nomination led to her becoming Vice-Chair by acclamation.

c) **Staff Retirement**

After 25 years of dedicated service, Business Services Clerk Anne Lyonnais will retire at the end of February. We extend our best wishes to her for the future.

5. **Business Arising**

a) **Motion – Board Meeting Schedule**

Motion to move the board meetings to the 4th Wednesday of every month at 4:45 p.m.

2025-04 Moved by Carol Boileau, Seconded by Gabrielle Fecteau

Motion carried.

b) **Maintenance and Capital Repairs**

Stephanie McMartin reported on the front steps repairs which are expected to finish in spring. The west wall issues are being addressed, with a potential repair that maintains the building's historical façade. Discussions also focused on security concerns regarding the washrooms on both floors, with suggestions shared for improvement.

6. **Round table**

Upcoming events throughout the city were presented to the board by the members. Highlights included a book launch at the Cline House, an exciting Incredible Edibles event on the horizon, a Story Slam, and the Annual Heritage Fair.

7. **Next meeting:** February 26, 2025, at 4:45

8. **Adjournment:** 6:40 pm. Moved by Carol Boileau, Seconded by Gabrielle Fecteau