

November 26, 2019

## **Cornwall Public Library Board Meeting**

### Members Present:

Carilyne Hébert  
Jennifer Jarvis - Chair  
Brenda Quesnel

Joan Gaudreau  
Patricia Waters

Helen McCutcheon – Secretary Treasurer  
Russell Abraham – Recording Secretary

### Members Absent:

#### 1. **Call to order**

Jennifer Jarvis called the meeting to order at 4:46pm.

##### a) Excused absences

Kathleen Bergeron, Denise Nielsen, Susan Kail

##### b) Conflict of Interest

None declared.

##### c) Additions/Deletions/Approval of the Agenda

**2019-45** Moved by Patricia Waters, seconded by Joan Gaudreau, to approve the agenda as presented.

Carried.

#### 2. **Consent items**

a) Minutes from October 22, 2019.

b) Treasurer's Report – Income Statement to October 31, 2019.

**2019-46** Moved by Joan Gaudreau, seconded by Brenda Quesnel, to approve consent items as presented.

Carried.

#### 3. **Correspondence**

None.

#### 4. **Communication/Reports**

a) CEO's Report for November 2019 was received by the Board.

5. **Business Arising**

No Business arising from previous meetings.

6. **New Business**

- a) Helen invited members of the Board to attend the Staff Christmas Party which will be held on Friday December 6, 2019 from 5:00pm to 6:30pm in the Reading Room in the Cornwall Public Library. All invited guests are welcomed to bring a guest.
- b) Policy review and update – Patron Usage of Business telephone.  
The Chair requested to review the public usage statistics to determine if a policy is necessary. To be brought back to the Board to votes on the policy adoption once the information is compiled and presented.
- c) Strategic Planning 2020 – The Board provided the direction to make the Strategic Plan a priority for 2020 and use whatever available resources to ensure its initiation.
- d) December and January meetings – The Chair requested a Doodle poll to circulate among the Board to determine the best available dates for the upcoming meetings.
- e) Executive Session – This item was skipped at this meeting.

7. **Round Table**

Carilyne Hébert – There will be a Volunteer Fair November 27, 2019. The Cornwall Public Library will not be participating as there is no need for Volunteer recruitment at this time.

**2019-47** Moved by Carilyne Hébert seconded by Joan Gaudreau to move into closed session to address matters pertaining to Section 16.1 (4) (b) and (g) of the Public Libraries Act, R.S.O 1990, c. P.44.  
Carried.

**2019-48** Moved by Brenda Quesnel seconded by Patricia Waters to move out of camera.  
Carried.

9. Next meeting will be Tuesday January 21, 2019 at 4:45pm.

10. The meeting adjourned at 6:35 pm