

March 27, 2018

Cornwall Public Library Board Meeting

Members Present:

Jennifer Jarvis - Chair	Claude McIntosh
Kathleen Bergeron	James Sallie
William Roddy	Syd Gardiner
Jordan Ann Kevan de Haan – Vice Chair	

Dawn Kiddell – Secretary Treasurer
Russell Abraham – Recording Secretary

Members Absent:

Christianne Godard	Pierre Paul Samson
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1. **Call to order**

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

a) Excused absences

Christianne Godard	Pierre Paul Samson
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b) Conflict of Interest

None declared.

c) Additions/Deletions/Approval of the Agenda - none.

2018-11 Moved by Syd Gardiner seconded by James Sallie, to approve the agenda as presented.

Carried.

2. **Consent Items**

a) Minutes from February 27, 2018 meeting.

2018-12 Moved by Syd Gardiner, seconded by Jordan Ann Kevan de Haan to approve the minutes as presented.

Carried.

All consent items were received.

3. Correspondence

a) Response from the CEO was sent to Steve Major on March 1 via letter mail to regarding his complaint about a third-party event held at the library.

4. Communication/Reports

a) Discussion arising from the CEO's report for March 2018:

Positive changes in the Youth and Children's department since the arrival of manager Leslie Corbay and the success of March Break programming has been noticed by the public and board members,

The library will not be participating in the Spring Home and Leisure Show in April because City Central will not be present to share space and costs with. The library will however be participating in CAPE (Cornwall & Area Pop Event).

b) The CEO reviewed proposed changes to the Room Rental Policy. Minor changes include the requirement for programs featuring any form of lottery (including raffles, wheels of fortune, bingos or casino gaming events) to submit proof of a lottery license from the Municipality or the Alcohol and Gaming Commission of Ontario to the library prior to the event and an adjustment to the rental fees.

2018-13 Moved by William Roddy, seconded by Syd Gardiner to approve the updated Room Rental Policy as presented.

Carried.

c) Due to municipal elections this year, the existing Library Board Recruitment pamphlet was reviewed. The CEO wants to freshen up the pamphlet's format. The Board agreed and it was suggested to have some pamphlets available at CAPE.

5. Business Arising from the Minutes

a) The RFID implantation process has been delayed. Although self-check kiosks are operational, the new security gates are not fully integrated with the ILS. Troubleshooting is ongoing.

2018-14 Moved by Syd Gardiner seconded by William Roddy to move in camera to address matters pertaining to Section 16.1 (4) (b) and (d) of the Public Libraries Act, R.S.O 1990, c. P.44, for items 5 b) to discuss labour relations or employee negotiations and 6a) to discuss personal matters about an identifiable individual.

Carried.

b) Action taken *in camera*: The CEO updated the board on the status of current collective bargaining.

6. **Other Business** (*in camera*)

a). Incident – March 16, 2018.

Action taken *in camera*: The board advised the CEO to seek legal counsel on the matter.

2018-15 Moved by Syd Gardiner, seconded by Jordan Ann Kevan de Haan, move out of *in camera* and resume the open meeting.

Carried.

7. Open Forum - no items brought forward.
8. The next meeting will be April 24, 2018 at 4:45 pm.
9. The meeting adjourned at 5:54 pm