

November 27, 2018

Cornwall Public Library Board Meeting

Members Present:

Jennifer Jarvis - Chair

James Sallie

Kathleen Bergeron

Syd Gardiner

Jordan Ann Kevan de Haan – Vice Chair

Pierre Paul Samson (via conference call)

William Roddy

Claude McIntosh

Christianne Godard

Dawn Kiddell – Secretary Treasurer

Russell Abraham – Recording Secretary

Members Absent:

None.

1. **Call to order**

Jennifer Jarvis called the meeting to order at 4:45pm.

a) Excused absences

None.

b) Conflict of Interest

None declared.

c) Additions/Deletions/Approval of the Agenda

Addition: 6. b) OLA Conference.

2018-36 Moved by Syd Gardiner seconded by Kathleen Bergeron, to approve the agenda as amended.

Carried.

2. **Notice of Motion/ Consent items:**

a) Minutes from October 23, 2018.

b) Income Statements to October 31, 2018 and Direct Deposit Confirmation form.

c) Discussion from the Library Activities report included the status of the freight elevator after the emergency brake engaged, an update on the toilet paper theft, and confirmation of attendance for the Annual Volunteer Recognition on Sunday December 2, 6:00 – 8:00 pm.

All consent items were received.

3. **Correspondence**

No correspondence.

4. **Communication/Reports**

a) The 2018 Operational and Service Plan Update was received by the Board.

5. **Business Arising from the Minutes**

a) Substance Abuse – Policy Review

2018-37 Moved by James Sallie seconded by Claude McIntosh, to approve the Substance Abuse Policy with amendment to include the term licensed prescriber instead of physician.

Carried.

b) Medical Marijuana – New Policy

2018-38 Moved by Claude McIntosh seconded by Syd Gardiner, to approve the Medical Marijuana Policy with amendment to include the term licensed prescriber instead of physician.

Carried.

6. **Other Business**

a) Programming Policy – Policy Review

2018-39 Moved by James Sallie seconded by Jordan Ann Kevan de Haan, to approve the Programming Policy as presented.

Carried.

b) OLA Super Conference – The program and registration brochures have arrived for the OLA Super Conference in Toronto January 30-February 2, 2019. Early Bird registration is required before January 4, 2019. The CEO has booked three rooms for board attendance for the Bootcamp on Saturday, February 2. The Board Chair indicated that she is interested in attending the whole conference. The CEO mentioned that it had been a common practice by previous Chairs.

7. **Open Forum**

a) Jennifer Jarvis reported on her SOLS meeting at North Grenville Library in Kemptville. The meeting included library board recruitment strategies and orientation for new board members such as information sheets decoding acronyms and “10 things you need to know as a new library board member”. SOLS is offering orientation webinars for new boards from February through May.

A handout of different items that other libraries lend was discussed. SDG County Library shared the success of their online library membership and renewal process.

b) Jennifer Jarvis thanked board members who are leaving the board this term for their years of service and contribution. The CEO expressed her appreciation for the support and guidance of the board over the past term. Departing board members expressed appreciation to the CEO and to their colleagues for a successful term and well-run library.

8. The next meeting will be held Tuesday January 22, 2019 at 4:45 pm.
9. The meeting adjourned at 5:53 pm