



16 Civic Centre Road, Petawawa, Ontario K8H 3H5
Tel: (613) 667-2227 • Fax: (613) 687-2527

**Minutes of the Special Meeting of the Petawawa Library Board of Trustees
Wednesday, June 28, 2017**

Call to Order: The meeting was called to order at 4:30 pm.

Attendance: B. Bailey, J. Carmody, N. Chan, E. Chow, G. Serviss

Motion #1:

Moved by G. Serviss, seconded by J. Carmody that Amanda Foster be appointed to the position of CEO as of August 1, 2017, as per terms of the offer letter.

Carried

Communications will be made to staff, the Town, and unsuccessful interview candidates as soon as possible.

Information towards accessibility grant application was received from J. Carmody (previous accessibility report) and G. Serviss (school resources). G. Serviss to research the terms of the grant.

Discussion was had regarding whether a liaison was required to the Friends of the Library group from the Board. It was decided that an official liaison was not required at this time.

Motion #2:

Moved by G. Serviss, seconded by J. Carmody that B. Bailey's submission for leave of absence be accepted and that she be appointed as acting CEO, effective immediately. Carried

In general, this acting role would be to ensure that important emails and invoices are not missed prior to August.

Adjournment: Motion #3:

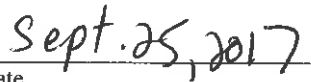
Moved by N. Chan, seconded by G. Serviss that the meeting of Wednesday June 28, 2017 be adjourned at 5:02 p.m. Carried



E. Chow, Chairperson



N. Chan, Secretary



Date