



16 Civic Centre Road, Petawawa, Ontario K8H 3H5

Tel: (613) 687-2227 • Fax: (613) 687-2527

**Minutes of the Meeting of the Petawawa Library Board of Trustees  
Monday, January 28 , 2019**

**Call to Order:** The meeting was called to order at 4:00 pm.

**Attendance:** J. Carmody, G. Serviss, S. Lehn, A. Foster, B. Bailey  
D, Hunton, E. Tregunno and A. Turcotte

Prior to elections for the new term of the Petawawa Public Library Board of Trustees, Amanda Foster, CEO, chaired the meeting.

**Approval of Agenda:**

Motion # 1a

Moved by G. Serviss, seconded by J. Carmody that the agenda for the January 28, 2019 Library Trustee Board meeting be accepted as presented. Carried.

**Conflict of Interest:** nil

The new members of the library board – Daniel Hunton, Elizabeth “Beth” Tregunno and Alexandra Turcotte were welcomed.

**Election of Chairperson, Treasurer and Secretary:**

Motion # 1:

Moved by J. Carmody, seconded by B. Bailey that Gary Serviss be nominated as chairman of the Petawawa Public Library Board  
Carried.

Motion # 2.:

Moved by B. Bailey, seconded by Sara Lehn that James Carmody be nominated as Treasurer of the Petawawa Public Library Board  
Carried.

Motion # 3.:

Moved by J. Carmody, seconded by Sara Lehen that Beth Bailey be nominated as Secretary of the Petawawa Public Library Board

Carried

A. Foster advised that the new signing officers would have to meet at the bank together to sign documents. Friday at 4:00 was agreed upon.. A. Foster to set up an appointment and will confirm whether J. Carmody is required as he is already a signing member.

**Minutes:** Motion # 4:

Moved by B. Bailey, seconded by S. Lehen that the minutes of the December 10, 2018 Library Trustee Board meeting be accepted as presented.

Carried.

**Correspondence:** A. Foster referred to the letter from the Pay equity Commission and advised that this matter has now been resolved..

**Treasurer's Report:**

**a) Financial Statement for November 2018**

Motion # 5:

Moved by S. Lehen, seconded by B. Bailey that the financial statement for the period ending November 30, 2018 and payment of accounts reflected therein be approved as submitted with expenditures of \$58,556.57.

Carried.

**Reports:**

**CEO Report** A.Foster presented and elaborated on the CEO report

Motion # 6:

Moved by D. Hunton, seconded by B. Tregunno that the CEO's Report to December 31, 2018 be accepted as presented.

Carried.

**Old Business:**

S. Lehen spoke to the policy manual and it was agreed that it would be finalized at the next board meeting.

**New Business:** As the date for the April meeting will fall on Easter Monday A. Foster asked if it should be moved.

Motion: # 7

Moved by B. Tregunno, seconded by A. Turcotte, that the meeting of April 22<sup>nd</sup> be moved to 29th April, 2019

Carried.

**Member Input:** nil

**Next Meeting:** February 25 , 2019 4:00

**Adjournment:** Motion # 8:

Moved by A. Turcotte, seconded by D. Hunton that the meeting of  
January 28, 2019 be adjourned at 4:54 pm.

Carried.



\_\_\_\_\_  
G. Serviss, Chairperson



\_\_\_\_\_  
B. Bailey, Secretary

Feb. 25 , 2019  
\_\_\_\_\_  
Date