



16 Civic Centre Road, Petawawa, Ontario K9H 9H5  
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**Minutes of the Meeting of the Petawawa Library Board of Trustees  
Monday, November 25, 2019**

**Call to Order:** The meeting was called to order at 4:01 pm.

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

Absent: A. Turcotte

**Approval of Agenda:**

Motion # 1

Moved by J. Carmody, seconded by B. Tregunno that the agenda for the November 25, 2019 Library Trustee Board meeting be accepted as presented.  
Carried.

**Conflict of Interest:** nil

**Minutes:** Motion # 2

Moved by S. Lehnen, seconded by D. Hunton that the minutes of the 28 October, 2019 Library Trustee Board meeting be accepted as presented.  
Carried.

**Treasurer's Report:**

**a) Financial Statement for October 2019**

Motion # 3:

Moved by B. Tregunno, seconded by S. Lehnen that the financial statement for the period ending October 31, 2019 and payment of accounts reflected therein be approved as submitted with expenditures of \$41,464.51  
Carried.

**Reports:**

**CEO's Report**

Motion # 4

Moved by D. Hunton seconded by B. Tregunno, that the CEO's report of October 2019 be accepted as presented.  
Carried

**New Business:**

Motion # 5

Moved by J. Carmody, seconded by S. Lehnen, that the strategic plan be added as budget expenditures for the 2020 budget year in an amount not exceeding \$15,000 and that three quotations be obtained ASAP.

Carried

Motion # 6

Moved by B. Tregunno, seconded by B. Bailey, that the 2020 budget be accepted as amended.

Carried

Motion # 7

Moved by D. Hunton, seconded by B. Bailey, that the regular monthly library board meeting of December be held on the 16<sup>th</sup> of the month

Carried.

Motion # 8

Moved by B. Tregunno, seconded by S. Lehnen that the 2020 pay grid be accepted as presented with a 1.9% cost of living increase.

Carried.

**Member Input:** nil.

**Next Meeting:** December 16, 2019 4:00

**Adjournment:** Motion # 9

Moved by B. Bailey, seconded by D. Hunton, that the meeting of November 25, 2019 be adjourned at 5:15 pm.

Carried.

  
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G. Serviss, Chairperson

  
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B. Bailey, Secretary

Date

Dec. 16, 2019