



16 Civic Centre Road, Petawawa, Ontario K8H 3H5

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**Minutes of the Meeting of the Petawawa Library Board of Trustees
Monday, September 23, 2019**

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

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

Absent: G. Serviss

Chairperson G. Serviss had asked J. Carmody to chair the meeting in his absence.

Approval of Agenda:

Motion # 1

Moved by A. Turcotte, seconded by B. Tregunno that the agenda for the September 23, 2019 Library Trustee Board meeting be accepted as presented.
Carried.

Conflict of Interest: nil

Minutes: Motion # 2

Moved by D. Hunton, seconded by S. Lehnen that the minutes of the 17 July, 2019 Library Trustee Board meeting be accepted as presented.
Carried.

Treasurer's Report:

a) Financial Statement for July 2019

Motion # 3:

Moved by D. Hunton, seconded by B. Tregunno that the financial statement for the period ending July 31, 2019 and payment of accounts reflected therein be approved as submitted with expenditures of \$58,171.55.
Carried.

Because there is an expected change in the expenditures for August 2019, it was decided to review the amounts at the next meeting.

Reports:

CEO's Report

Motion # 4

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

Old Business:

Motion # 5

Moved by S. Lehnen, seconded by A. Turcotte that Purchasing policy OP-04 be accepted as presented.

New Business:

Motion # 6

Moved by B. Tregunno, seconded by D. Hunton, that Policies HR-04 Salaries and Wage Grid are accepted, HR-07 Conflict Resolution Policy are accepted, CIRC-03 Hours of Service is to be revised to "as required and CIRC-06 Accessible Customer Service accepted.

Member Input: nil.

Next Meeting: October 28, 2019 4:00

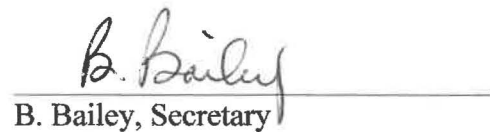
Adjournment: Motion # 7

Moved by B. Bailey, seconded by D. Hunton that the meeting of September 23, 2019 be adjourned at 4:56 pm.

Carried.



G. Serviss, Chairperson



B. Bailey, Secretary

2019 Oct 28

Date