



16 Civic Centre Road, Petawawa, Ontario K9H 9H5
Tel: (613) 667-2227 • Fax: (613) 667-2527

**Minutes of the Meeting of the Petawawa Library Board of Trustees
Monday, 28 September, 2020**

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

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

Approval of Agenda:

Motion # 1

Moved by J. Carmody, seconded by A. Turcotte that the agenda for 28 September 2020 Library Trustee Board meeting be accepted as presented. Carried.

Conflict of Interest: nil

Minutes: Motion # 2

Moved by D. Hunton, seconded by A. Turcotte that the minutes of the 23 June, 2020 Library Trustee Board meeting be accepted as presented. Carried.

Correspondence: nil.

Treasurer's Report: J. Carmody presented the Treasurer's reports

Financial Statement for June 2020

Motion # 3

Moved by D. Hunton, seconded by A. Turcotte that the financial statement for the period ending June 30, 2019 and payment of accounts reflected therein be approved as submitted with expenditures of \$67,224.54.

Carried.

Financial Statement for July 2020

Motion # 4:

Moved by D. Hunton, seconded by B. Bailey that the financial statement for the period ending 31 July 2020 and payment of accounts reflected therein be approved as submitted with expenditures of \$46,789.20.

Carried.

Financial Statement for August 2020

Motion # 5:

Moved by B. Bailey, seconded by A. Turcotte that the financial statement for the period ending 31 August 2020 and payment of accounts reflected therein be approved as submitted with expenditures of \$53,390.77.

Carried.

Reports:

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

Motion # 6

Moved by B. Bailey, seconded by J. Carmody that the CEO's Report for June, July and August with March to August reports be accepted as presented.

Carried.

Sarah Lehen arrived

Old Business: There was no old business to discuss

New Business: The budget for 2021 was discussed with the plan to stick to "normal".

A new front desk was discussed, as well as hiring another back up staff member.

Motion #7

Moved by B. Bailey, seconded by A. Turcotte that the library close for Christmas Eve 2020 with notice to the staff that this is a "one off" (public to be notified)

Member Input: B. Bailey will not be attending the October meeting and D. Hunton has agreed to act as secretary

Next Meeting: 26 October, 2020, 4:00 pm


Adjournment: Motion # 8

Moved by D. Hunton, seconded by A. Turcotte that the meeting of 28 September 2020 be adjourned at 4:50 pm.

Carried.



G. Serviss, Chairperson



B. Bailey, Secretary

Oct. 26, 2020
Date