



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, 23 November, 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. Tregunno, B. Bailey  
S. Lehnen absent

**Approval of Agenda:**

Motion # 1

Moved by B. Tregunno, seconded by D. Hunton that the agenda for 23 November 2020 Library Trustee Board meeting be accepted as presented.  
Carried.

**Conflict of Interest:** nil

**Library Board Minutes:**

Motion # 2

Moved by J. Carmody, seconded by A. Turcotte that the minutes of the 26 October, 2020 Library Trustee Board meeting be accepted as presented.  
Carried.

**Correspondence:** The FOPL letter was discussed.

The letter requesting the appointment of a Conciliation Officer was discussed and A. Foster was directed to respond to this letter

**Treasurer's Report:** J. Carmody presented the Treasurer's report

**Financial Statement for October 2020**

Motion # 3

Moved by D. Hunton, seconded by J. Carmody that the financial statement for the period ending October 31, 2020 and payment of accounts reflected therein be approved as submitted with expenditures of \$55,763.33.

Carried.

**Reports:**

**CEO Report** A. Foster presented and elaborated on the CEO, Community Outreach and Children and Teen Services reports.

Motion # 4

Moved by B. Bailey, seconded by J. Carmody that the CEO's Report for October 2020 be accepted as presented.

Carried.

**Old Business:** There was discussion about the 2021 budget that J. Carmody and A. Foster had prepared.

Motion # 5

Moved by A. Turcotte, seconded by B. Tregunno that the 2021 Budget be passed as presented.

Carried.

Motion # 6

Moved by D. Hunton, seconded by A. Turcotte that Rotary Room rental policy be passed as amended.

Carried.

**New Business:** The employee confidentiality agreement was discussed

Motion #7

Moved by J. Carmody, seconded by B. Tregunno that the employee confidentiality agreement be added as an appendix to the policy.

Website accessibility was discussed. In order to accommodate some users who are unable to access PDF files, it was suggested that binders be made available.

Motion #8

Moved by A. Turcotte, seconded by B. Tregunno that the new Terms of Reference of the Negotiating Committee be revised by removing "successfully" from the first sentence and reword #2 in responsibilities "to protect management rights while negotiating with CUPE.

Carried.

Motion #9

Moved by D. Hunton, seconded by J. Carmody that G. Serviss be appointed as the member of the board to serve on the negotiating committee and B. Tregunno to serve as the alternate.

Carried.

**Member Input:** G. Serviss asked that board members supply their home addresses as there will be no annual Council Christmas get together

**Next Meeting:** 21 December, 2020, 4:00 pm

**Adjournment:** Motion # 10

Moved by B. Bailey, seconded by A. Turcotte that the meeting of 22 November 2020 be adjourned at 5:10 pm.

Carried.

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

  
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B. Bailey, Secretary

21 December 2020  
Date