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**Minutes of the Meeting of the Petawawa Library Board of Trustees
Monday, 22 November, 2021**

Call to Order: The meeting was called to order at 4:04 pm.

Attendance: J. Carmody, G. Serviss, B. Bailey, D. Hunton, M. McCaw, L. Worobec.
Part time: S. Lehnen
Absent: A. Turcotte

The Land Acknowledgement is read.

Approval of Agenda:

Motion # 1

Moved by J. Carmody, seconded by D. Hunton that the agenda for 22 November 2021 Library Trustee Board meeting be accepted as presented.

Carried.

Conflict of Interest: nil

Library Board Minutes:

Motion # 2

Moved by M. McCaw, seconded by S. Lehnen that the minutes of the 25 October, 2021 Library Trustee Board meeting be accepted as presented.

Carried.

Financial Statement for October 2021

Motion # 3

Moved by B. Bailey, seconded by J. Carmody that the financial statement for the period ending 31 October, 2021 and payment of accounts reflected therein be approved as submitted with expenditures of \$49,729.31.

Carried

CEO and Outreach Technician Report

L. Worobec presented and elaborated on the CEO and the Community Outreach reports for October with the stats from September 2021.

Motion #4

Moved by D. Hunton, seconded by S. Lehnen that the CEO and Outreach Technician's Reports for October 2021 be accepted as presented.

Carried.

Old Business:

Motion #5

Moved by J. Carmody, seconded by D. Hunton, that Sumac Loft Tree be explored for branding of the Petawawa Public Library with the ceiling of \$5000 in expenditures.

Carried

Motion #6

Moved by M. McCaw, seconded by B. Bailey that the Saturday operating hours be increased to 10:00 am – 5:00 pm per library policy Circ03. A survey to be developed to gauge satisfaction with the changes.

Carried

Motion #7

Moved by D. Hunton, seconded by S. Lehnen that the board enter into closed meeting at 5:08 to discuss personal matters about and identifiable individual and to discuss labour relations or employee negotiations with respect to the current salary grid.

Carried

The board returned to the open meeting at 5:27.

New Business:

Motion #8

Moved by J. Carmody, seconded by S/ Lehnen, that library holiday hours for Friday December 24 be closed and also closed on Monday December 27. The hours are reduced on December 31 from 10-3:00 and closed on Monday January 3, 2022.

Carried

Motion # 9

Moved by S. Lehnen, seconded by D. Hunton that the food for fines initiative be initiated the week of December 5, with no limit of fines declared.

Carried

Motion #10

Moved by M. McCaw, seconded by D. Hunton that the 2022 library operating draft budget be accepted as presented.

Carried

Motion #11

Moved by D. Hunton, seconded by J. Carmody that the fine free period pilot project be started 1 March 2022

Carried

Motion #12

Moved by M. McCaw, seconded by D. Hunton that the May 2022 board meeting be moved to 16 May 2022.

Carried

Member Input: nil

Next Meeting:

Motion #13

Moved by D. Hunton, seconded by B. Bailey that the December 2021 board meeting be moved to 20 December 2021.

Carried

Adjournment:

Motion # 14

Moved by B. Bailey, seconded by M. McCaw, that the meeting of 22 November 2021 be adjourned at 6:11 pm.

Carried.



G. Serviss, Chairperson



B. Bailey, Secretary



Date