



16 Civic Centre Road, Petawawa, Ontario K8H 3H5

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**Minutes of the Meeting of the Petawawa Library Board of Trustees  
Thursday, December 15, 2016**

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

**Attendance:** E. Chow, J. Carmody, S. Durand, S. Scott, D. Rowan, B. Bailey  
Absent: G. Serviss

**Approval of Agenda:** Motion # 1:  
Moved by D. Rowan, seconded by S. Scott that the agenda for the December 15, 2016 Library Trustee Board meeting be accepted as amended. Carried.

**Conflict of Interest:** nil

**Minutes:** Motion # 2:  
Moved by B. Bailey, seconded by D. Rowan that the minutes of the November 28, 2016 Library Trustee Board meeting be accepted as presented. Carried.

**Correspondence:** Motion # 3:  
Moved by E. Chow, seconded by S. Scott that the fee for membership to F.O.P.L. (Federation of Ontario Public Libraries) be paid for 2017. Carried  
S. Durand had in 2016 asked for a reduction in the fee, but it is based upon population

The Renfrew County Health Unit approached the Petawawa Public Library for collaborative assistance with youth initiative – S. Durand supported this endeavour.

**Treasurer's Report:**

**a) Comparative Income Statement for November 2016**

Motion # 4:

Moved by D. Rowan, seconded by J. Carmody that the financial statement for the period ending November 30, 2016 and payment of accounts reflected therein be approved as submitted with expenditures of \$56,707.10. Carried.

**Reports:**

**a) CEO/Savvy Seniors Report**

Motion #5

Moved by B. Bailey, seconded by S. Scott that the CEO's/Savvy Seniors report of Thursday December 15, 2016 be accepted as presented. Carried

**b) Petawawa Public Library Collective bargaining –Verbal D. Rowan**

D. Rowan informed the board that Ruth Murdoch and Katelyn Schubert are the union representatives. He explained that the proposed material was reviewed and that no decisions have been made, more a fact finding meeting. He has also predicted that the next meeting in January will be a longer one. There was discussion regarding volunteers, students and contracts and their place in these negotiations. The next Collective bargaining will be held January 6, 2017.

**Old Business:**

**OLA Conference attendance**

K. Schubert will be attending the OLA conference and will be room sharing to cut costs. The travel and hotel costs will be paid in 2017.

**New Business:**

**a) CEO Vacation Days 2016, 2017**

S. Durand informed the Board that she has 5 2016 vacation days to carry over to 2017

N. Chan joined the meeting at 4:50

**Member Input:** nil

**Closed meeting**

Motion # 6:

Moved by B. Bailey, seconded by N. Chan, that the Petawawa Public Library Board enters a closed meeting to discuss personal matters of an identifiable individual, including employees at 4:55 p.m. Carried

Motion # 7:

Moved by S. Scott, seconded by N. Chan that the Petawawa Public Library Board exits the closed meeting at 5:10. Carried


**Next Meeting:** January 16, 2017 4:00

**Adjournment:** Motion # 8:

Moved by D. Rowan, seconded by N. Chan that the meeting of December 15, 2016 be adjourned at 5:10 pm. Carried.

  
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E. Chow, Chairperson

  
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for N. Chan, Secretary

  
\_\_\_\_\_  
Date