



16 Civic Centre Road, Petawawa, Ontario K8H 3H5

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**Minutes of the Meeting of the Petawawa Library Board of Trustees
Monday, June 26, 2017**

Call to Order: The meeting was called to order at 4:07 pm.

Attendance: B. Bailey, J. Carmody, E. Chow, S. Lehnen, G. Serviss

Part-time: N. Chan

Approval of Agenda: Motion # 1:

Moved by J. Carmody, seconded by G. Serviss that the agenda for the Monday June 26, 2017 Library Trustee Board meeting be accepted as amended. Carried.

Conflict of Interest: nil

Minutes: Motion # 2:

Moved by G. Serviss, seconded by B. Bailey that the minutes of Tuesday May 23, 2017 Library Trustee Board meeting be accepted as presented. Carried.

Motion #3:

Moved by G. Serviss, seconded by J. Carmody that the minutes of Wednesday May 31, 2017 Library Trustee Board special meeting be accepted as presented. Carried.

In addition, the minutes of the June 12, 2017 Search Committee minutes were presented for information.

Correspondence:

a) John Yakabuski, MPP Renfrew-Nipissing-Pembroke

A letter was received from MPP John Yakabuski stating that the PPL had received \$2800 for funding senior programs.

b) Petawawa Sports & Entertainment Hall of Fame

Recommendation returned to sports committee to locate the hall of fame structure within the Civic Centre arena lobby.

N. Chan entered the meeting at this time.

c) Cheryl Gallant, MP Renfrew-Nipissing-Pembroke

A letter was received, indicating that accessibility improvement grants were available with an application due date of July 26, 2017. J. Carmody was to follow up on previous accessibility report to determine if any items remain outstanding. G. Serviss to follow up other resources on other potential capital items. S. Lehnen asked whether funding could be obtained to improve either collections or technology such as talking book readers.

Treasurer's Report:

Motion #4:

Moved by J. Carmody, seconded by G. Serviss that the financial statement for the period ending May 31, 2017 and payment of accounts reflected therein be approved as submitted with expenditures of \$45,025.50. Carried

Motion #5:

Moved by N. Chan, seconded S. Lehnen that the invoice from Welch LLP for audit and preparation of financial statements for the amount of \$18,094.13 be paid. Carried

Reports: a) CEO Report

Motion #6:

Moved by G. Serviss, seconded by B. Bailey that the CEO's Report of Monday June 26, 2017 be accepted as presented. Carried.

Old Business: a) Trustee Council Representative

Confirmed that B. Bailey will be the representative and that the next meeting will take place on Nov. 4, 2017.

b) CEO Vacation Days Outstanding

Motion #7:

Moved by J. Carmody, seconded by G. Serviss that S. Durand be paid out for her remaining 4 vacation days. Carried.

New Business: a) CEO Search

A summary was provided of the search and process to date. A candidate had been selected and the information from references were reviewed.

Motion #8:

Moved by G. Serviss, seconded by B. Bailey that an offer be made to Amanda Foster for the position of CEO at a starting rate of \$39.95/hr (Step 2). Carried

Member Input: B. Bailey informed the Board that the summer get-together will be on Aug 19, 2017. Staff will be included in the invite.

Next Meeting: a meeting expected at the call of the Chair to confirm acceptance of CEO.

Next scheduled meeting, Monday September 25, 2017 4:00 p.m.

Adjournment: Motion # 9:

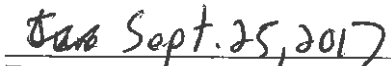
Moved by N. Chan seconded by S. Lehnen that the meeting of Monday June 26, 2017 be adjourned at 5:18 pm. Carried.



E. Chow, Chairperson



N. Chan, Secretary



Date