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**Minutes of the Special Meeting of the Petawawa Library Board of Trustees
Monday, October 3, 2016**

Call to Order: The meeting was called to order at 4:38 pm.

Attendance: B. Bailey, J. Carmody, N. Chan, E. Chow, S. Durand, D. Rowan (by phone), G. Serviss

Absent: S. Scott

Application for Certification to become members of Canadian Union of Public Employees (CUPE):

Application was received on September 28. As per requirements, a response is required within 2 days (Sept 30). S. Durand had immediately contacted the Chair and was directed to contact Dan at the Town. Afterwards, direction was given to contact HR office at County of Renfrew, which gave subsequent directions on procedures.

Required materials were posted to employee notice board. A vote is scheduled for Oct 5th between 3:45-4:15. B. Bailey will be present as a representative of the board. S. Durand contacted labour board to clarify the number of votes to be expected, as there is a discrepancy of between 7 to 9 staff who may vote.

Over 40% of staff must approve for the application to be confirmed. The Board will be notified of results afterwards.

Closed Meeting to discuss personal matters about an identifiable individual, including employees:

Motion #1:

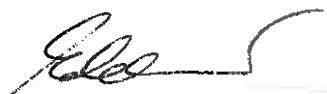
Moved by J. Carmody, seconded by G. Serviss that the PPL Board enters closed session to discuss personnel matters about an identifiable individual, including employees at 5:00 pm. Carried

Motion #2:

Moved by G. Serviss, seconded by B. Bailey that the PPL Board exits closed session at 5:19 pm. Carried

Adjournment: Motion # 3:

Moved by N. Chan, seconded by G. Serviss that the meeting of Oct. 3, 2016 be adjourned at 5:20 pm. Carried



E. Chow, Chairperson



N. Chan, Secretary

Oct. 24, 2016

Date