



Minutes of the Meeting of the Petawawa Public Library Board Monday, 24 April 2023

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

Attendance: L. Tweedie, B. Bryan, L. Coutu, J. Iles, J. Carmody,

Regrets: S. Dainty, O. Ghani, D. Hunton

Guest: Tami Sylvester (Auditor)

The Land Acknowledgement was read.

Approval of Agenda:

Motion #1

Moved by L. Coutu and seconded by J. Iles that the agenda for April 24, 2023, be approved as amended.

Carried.

Conflict of Interest: None

Minutes: **Motion #2**

Moved by L. Coutu and seconded by J. Iles to approve the minutes of the Board meeting of March 27, 2023, as amended.

Carried.

Correspondence: None

Treasurer's Report:

a) Motion #3

Moved by B. Bryan and seconded by L. Coutu to accept the Auditor's Report 2022 as presented by T. Sylvester of Welch LLP

Carried.

b) Motion # 4

Moved by J. Iles and seconded by L. Coutu to approve the financial statements for the period ending March 31, 2023, and payment of accounts reflected therein be approved as submitted with expenditures of \$53,420.98.

Carried.

Reports:

Highlights of the CEO report.

Motion # 5

Moved by B. Bryan and seconded by L. Coutu that the CEO and Programming report of April 2023 be accepted as presented.

Carried.

Statistics report was presented.

Old Business

AODA Training requirement

Accessible Service Desk Retrofit Update

Footprint is like what is in place. Part of the unit will be on wheels, so it is easily moved. Carpet will be replaced with tile. Modular units which can be put together easily. To be done mid summer. Great support from Mark ?

Strategic Plan Update

Peggy Malcolm from OLS presented a proposal for Strategic Plan consulting. Will send out requests for quotation. Review current strat plan for status at the next meeting.

New Business:

Policy Reviews

Motion #6

A motion was made by B. Bryan and seconded by L. Coutu to approve the following policies as amended:

- *HR-04: Salaries and Wage Grid*

Motion #6

A motion was made by L. Coutu, and seconded by J. Iles to approve the following policy as amended:

- *CIRC-06 Accessible Customer Service*

OP-01 Rotary Room – deferred to next meeting.

Carried.

Next Meeting: May 29, 2023 @ 4:00 PM

Adjournment:

Motion #7

Moved by L. Coutu and seconded by J. Iles that the meeting of April 24, 2023, be adjourned at 6:07 PM.



J. Carmody, Chairperson



B. Bryan, Secretary

2023 May 29
Date