

Minutes of the Meeting of the Petawawa Public Library Board Monday November 27,2023

Call to Order: The meeting was called to order at 4:05 PM.

ATTENDANCE: L. Worobec, J. Carmody, L. Coutu, S. Dainty, O. Ghani, J. Iles

REGRETS: D. Hunton, B. Bryan

The Land Acknowledgement was read.

Approval of Agenda:

Motion #1

Moved by L. Coutu, second by J. Iles that the agenda for November 27,2023 be accepted with December meeting to be determined.

Carried

Statement of Conflict of Interest: NONE

Approval of Library Board Minutes:

Motion #2

Moved by O. Ghani and seconded by L. Coutu to approve the minutes of the Board meeting of November 27,2023 as presented.

Carried

Correspondence: NONE

Financial Report:

Treasurer's report of October 2023 L. Coutu reviewed the report with the Board, CEO advised more books are being order for year end.

Motion #3

Moved by S. Dainty, seconded by J. Iles to approve the financial statement for the period ending October 30,2023 and those payments of accounts reflected therein be approved as submitted with expenditures of \$108,395.60.

Carried

Library Reports:

Motion #4

Moved by L.Coutu, seconded by J.Iles that the CEO and programming reports of October 2023 be accepted as presented.

Carried

Old Business:

(a) Ergonomic assessment follow-up

Motion # 5

Moved by L.Coutu, seconded by O.Ghani to spend up to \$1,000.00 for assessment at the new front desks.

Carried

(b) 3D printer Feasibility Report – reviewed

Motion # 6

Moved by O. Ghani and ,seconded by L. Coutu that the Board will revisit in 18 months for further discussion.

Carried

(c) Strategic Planning the next cycle – discussion

Motion # 7

Move by J. Iles and seconded by O. Ghani that agreement from the Board is to extend the current plan until the next Strategic Planning is required.

Carried

New Business:

(a) CEO Evaluation

Motion # 8

Moved by J. Carmody, seconded by S. Dainty that a CEO evaluation committee be formed consisting of J. Carmody, L. Coutu, and J. Iles.

Carried

(b) Closed Session:

Motion #9

Moved by J .Iles and second by L. Coutu to proceed to Closed session, to approve minutes from previous Closed session and to discuss labour relations and employee negotiations.

Carried

Motion#10

Moved by L. Coutu and second by J. Iles that the Closed session minutes of October 23,2023 be approved as presented.

Carried

Motion #11

Moved by J. Iles and seconded by O. Ghani that the Board re-enter into the regular Board meeting.

Carried

(c) Staff appreciation

Motion # 12

Moved by L. Coutu, seconded by J. Iles that \$500.00 be approved for spending for Staff appreciation.

Carried

(d) Accepting Debit payment at the service counter.

CEO given direction to proceed with vendor proposal.

(e) Library Holiday hours -

Motion # 13

Moved by L. Coutu, seconded by S. Dainty that the hours for Saturday December 23,2023 only be changed to 10 AM to 3 PM.

Carried

(f) Proposed Budget 2024-2025

(i) Operational and Capital Budget 2024

Motion # 14

Moved by L. Coutu and seconded by O. Ghani that the Budget 2024 expenditures as presented in the amount of \$827,276.86 be approved.

Carried

(ii)Operational and Capital Budget 2025

Motion #15

Moved by L. Coutu, seconded by J. Iles that the Budget 2025 expenditures as presented in the amount of \$847,086.42 be approved.

Carried

(iii) Report on Capital spending proposed 5-year planning cycle 2024-2025
Received for information by the Board.

Member Input:

L. Coutu expressed to the CEO on the Library information given to the Board during the meetings, as well presented.

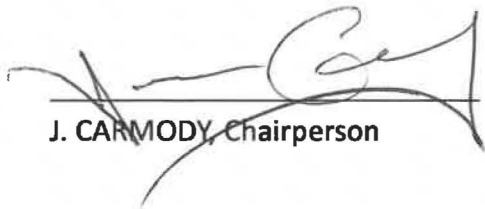
Next Meeting date December 18, 2023 4:00 PM

Adjournment

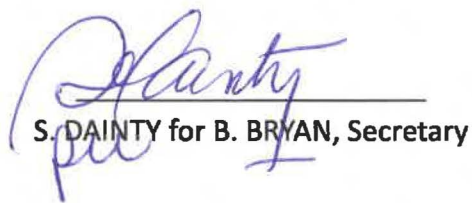
Motion #16

Moved by L. Coutu, seconded by J. Iles to adjourn the meeting at 5:40 PM.

Carried



J. CARMODY, Chairperson



S. DAINTY for B. BRYAN, Secretary

DATE