



Petawawa

PUBLIC LIBRARY

PETAWAWA PUBLIC LIBRARY BOARD Minutes of the Meeting February 26, 2024

Call to order: The meeting was called to order at 4:05pm

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

REGRETS: D. Hunton, O. Ghani B. Bryan

The Land Acknowledgement was read.

Approval of Agenda:

Motion #1

Moved by L. Coutu and seconded by J. Iles that the agenda of February 26, 2024 be accepted as amended. Carried

Statement of Conflict of Interest: NONE

Approval of Library Board Minutes:

Motion #2

Moved by J. Carmody and seconded by S. Dainty to approve the minutes of the Board

meeting of January 22,2024 Carried

Signing of Board minutes December 18,2023 (approved) completed.

Correspondence: J. Carmody advised the Board of Brenda Bryan letter of resignation from the Board

effective March 1,2024. It was accepted with regret.

Financial Report:

Treasurer report of January 2024.

L. Coutu noted that the Year End Auditor's report was not available to date CEO will contact T. Sylvestre regarding this matter. L. Coutu reviewed the report with the Board.

Motion #3

Moved by S. Dainty, seconded by J. Iles to approve the financial statement for the period ending January 31,2024 and those payments of accounts reflected therein

be approved as submitted with expenditures of \$54,104.94

Carried

Library Reports:

Motion #4

Moved by L. Coutu and seconded by J.Iles that the CEO and programming reports for January 2024 be accepted as presented.

Carried

(b) Strategic Plan Update – to be tabled until March meeting. CEO will gather further information regarding difference of Strategic Plan/Master Plan.

Old Business:

Discussion took place as to the final quote of costing of the re-painting the Library interior (stages). Direction was given to the CEO for further quotes to be obtained as per the Petawawa Public Library Purchasing Policy.

New Business:

(a) Closed Session -

Motion #5

Moved by L. Coutu and seconded by J.Iles that the Board proceed to closed session to discuss personal matters about an identifiable individual and to discuss labour relations or employee negotiations.

(b) Pay equity and town grid position adjustments.

Carried

Motion #6

Closed Session Moved by J. Iles and seconded by L.Coutu that the Board return to Open Session.

Carried

Motion #7

Moved by J.Iles and seconded by S. Dainty that direction is given to the CEO for an expenditure of up to and including \$1500.00 to engage the Human Resources personnel from the Renfrew County.

Carried

Motion #8

Moved by J.Carmody and seconded by J. Iles that instruction is given to the CEO to proceed with an additional 14 hours maximum for six weeks to a PT circulation employee.

Carried

(c) Staff Development day (s) and town joint social day (Spring/Fall) - Deferred to March 2024

(d) Development charges forthcoming bylaw: identifying future library needs (strategic plan or master plan) - Deferred to March 2024

(e) Accessibility requirements 2025 and draft policy for review - Deferred to March 2024

Member Input: Nil

Next Meeting: Monday, March 25, 2024 4:00pm

Adjournment:

Motion # 9 moved by L.Coutu and seconded by J. Iles that the meeting of
February 26, 2024 be adjourned at 6:10pm Carried



J. Carmody, Chairperson



B. Bryan, Secretary
S.Dainty, Recorder