

**Minutes of the Meeting of the Petawawa Public Library Board  
Monday, January 22, 2024**

**Call to Order:** The meeting was called to order at 4:00 PM.

**ATTENDANCE:** L. Worobec, L. Coutu, S. Dainty, J. Iles, D. Hunton, O. Ghani, B. Bryan

**REGRETS:** J. Carmody

The Land Acknowledgement was read.

**Approval of Agenda:**

**Motion #1**

Moved by B. Bryan and seconded by J. Iles that the agenda for January 22, 2024 be accepted as presented.

**Carried**

**Statement of Conflict of Interest:** NONE

**Approval of Library Board Minutes:**

**Motion #2**

Moved by S. Dainty and seconded by O. Ghani to approve the minutes of the Board meeting of December 18, 2023 as presented.

**Carried**

**Correspondence:**

- a) January 9, 2024 Challenge form submission from J. Giacomelli about 5 titles on display in the children's picture book area for being offensive to Catholics and inappropriate for children (*Heather Has Two Mommies, Adventures with my Daddies, Mama and Mommy and Me in the Middle, The Name I call Myself, and Pride Puppy*)

L. Worobec did respond to the patrons with respect to their concerns.

- b) January 10, 2024 Challenge form submission from R. Lafi about juvenile nonfiction title *Suicide Bombings in Israel and Palestinian Terrorism* for propagating rhetoric that is complicit in the genocide of a people group.

J. Carmody did alert the Mayor with respect to this concern. This title from 2006 will be archived once newer material becomes available. This title had not been borrowed for the past five years.

- c) Media request from reporter J. Lebel (Global news) on recent cybersecurity incidents in Ontario public libraries.

PressReader is now live.

**Financial Report:**

Treasurer's report of December 2023.

**Motion #3**

Moved by S. Dainty, seconded by J. Iles to approve the financial statement for the period ending December 30, 2023 and those payments of accounts reflected therein be approved as submitted with expenditures of \$55,299.24.

**Carried**

**Library Reports:**

**Motion #4.**

Moved by B. Bryan, seconded by O. Ghani that the CEO and programming reports of December 2023 be accepted as presented.

**Carried**

**Old Business: None**

**New Business:**

- a) Policy Review: HR-20 Code of Conduct

Proposed change of name to "*Employee Conduct*"

Questions were raised. Is there a better place for part 2 of the Appendix regarding "Confidentiality"? Should there be a generic form to apply to volunteers, Board, and employees? The acknowledgement will also be reviewed if it should be someone else.

- b) Policy Amendment: CIRC-07 – amendments were made to lending formats.

**Motion #5**

Moved by L. Coutu and seconded by S. Dainty to approve Policy CIRC-07 Loans of Library Materials, as amended.

**Carried.**

- c)

**Motion # 6**

Moved by O. Ghani seconded by L. Coutu to enter closed meeting at 4:55 PM to discuss personal matters about an identifiable individual and to discuss labour relations or employee negotiations.

**Carried.**

A motion was made by L. Coutu and seconded by J. Iles to re-enter open meeting at 5:05 PM

- d) Budget 2024 : recommended adjustments

**Motion #7**

Moved by O. Ghani and seconded by B. Bryan to approve an increase from \$4,000 to \$7,000 for eBook spending.

**Carried**

Allocated from balance based on difference gained from CPI rate wage adjustment.

**e) Motion #8**

A motion was made by L. Coutu and seconded by S. Dainty to approve an additional \$3,000 for one time expenditure to build collections of Playaway Launchpads for children and Playaway Audiobook, Chromebooks and Mobile hotspot lending.

**Carried.**

**f) Motion #9**

A motion was made by L. Coutu and seconded by J. Iles to approve a one-time expenditure of up to \$20k for the blinds replacement and furniture.

- i. Rotary Room blinds replacement quotation \$11,074.00
- ii. Youth area furnishings quotation from Library Outfitters up to \$10,000
- iii. Staff seating replacements (following ergonomic assessment-TBD)

**g) Report on Cybersecurity and IT**

The CEO will investigate the possibility of a Service Agreement with the Municipality for IT support. Options for additional/and or cyber security will be looked at. Recommendations will be brought back to Board.

**Member Input:**

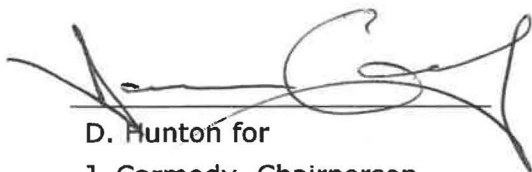
**Next Meeting date** February 26, 2024

**Adjournment** O. Ghani and S. Dainty at 5:30 PM

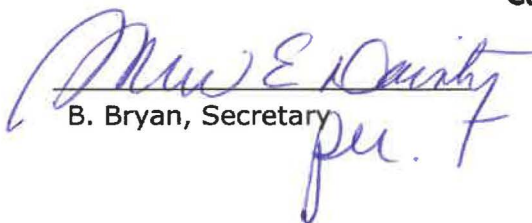
**Motion #10**

Moved by O. Ghani and seconded by S Dainty to adjourn the meeting at 5:30 PM.

**Carried**



D. Hunton for  
J. Carmody, Chairperson



B. Bryan, Secretary  
per. F

2024, 02, 26

Date

