

COUNTY OF PRINCE EDWARD  
PUBLIC LIBRARY BOARD

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A meeting of the Library Board was held on Wednesday, November 22, 2017, at 5 pm at the Picton Library Branch.

The following Board Members were present:

John Ambrose  
Ursula Cattelan  
Lenny Epstein  
Gordon Fox  
Steve Graham  
Devon A. Jones  
Alec Lunn  
Lynda Parks Sahadat

Regrets:

Staff Present:

Barbara Sweet, CEO  
Tracy Daley, Office Manager

**1. Call to Order**

The meeting was called to order at 5:10 pm by The Chair, John Ambrose.

**2. Disclosure of Pecuniary Interest and the General Nature Thereof**

There were no disclosures of pecuniary interest at this time.

**3. Minutes**

**3.1** Library Board Minutes from the meeting held on October 25, 2017.

**Motion LB-113-2017**

Moved By: Lenny Epstein  
Seconded By: Alec Lunn

**THAT THE Library Board accept THE MINUTES as circulated from the Board Meeting of October 25, 2017.**

**CARRIED**

**3.2** Library Board Minutes from the meeting held on November 2, 2017.

**Motion LB-114-2017**

Moved By: Devon A. Jones  
Seconded By: Gordon Fox

**THAT THE Library Board accept THE MINUTES as circulated from the Board Meeting of November 2, 2017.**

**CARRIED**

**4. Business Arising From the Minutes**

**4.1** Budget 2018 - Presentation to The County of Prince Edward

**4.2** Request to The County of Prince Edward for documentation has not been received.

Minutes of October 25, 2017 - The County of Prince Edward and CUPE have reached a new four (4) year collective agreement. Barbara Sweet, CEO has requested a copy of the ratified document.

**5. Report From Committee – Finance**

**5.1** Cash Disbursements – October 2017

**Motion LB-115-2017**

Moved By: Ursula Cattelan  
Seconded By: Alec Lunn

**THAT The Board accept THE Disbursements Summary Report as circulated and as recommended by The Finance Committee:**

**October 12, 2017, totaling.....\$ 34,784.60**  
**October 26, 2017, totaling.....\$ 15,919.89**  
**Overall Total..... \$ 50,704.49**

**CARRIED**

**5.2 Income Statement – October 2017**

**Motion LB-116-2017**

Moved By: Ursula Cattelan  
Seconded By: Gordon Fox

**THAT The Board accept THE FINANCIAL STATEMENT Report as circulated and as recommended by The Finance Committee:**

<b>Date 2017</b>	<b>Total Revenue Month</b>	<b>Total Revenue Year to Date</b>	<b>Net Surplus Month</b>	<b>Net Surplus Year to Date</b>
October	\$ 97,362	\$ 995,852	\$ (4,709)	\$ (66,761)

**CARRIED**

**5.3 Next Finance Committee Date**

✓ Wednesday, December 20, 2017, 4 pm, Picton Branch

**6. Report From Committee – Governance**

**6.1 Next Governance Committee Meeting Date**

✓ Wednesday, December 13, 2017, 10 am

**7. Report From Committee – Operations & Services Excellence**

**7.1 Report**

**Motion LB-117-2017**

Moved By: Alec Lunn  
Seconded By: Steve Graham

**THAT THE Board receive the verbal report from the Operations & Service Excellence Committee.**

**CARRIED**

**7.2 Next Operations & Services Excellence Committee Meeting Date**

✓ Wednesday, November 29, 2017, 5 pm, Picton Branch

**8. CEO Report**

**8.1** October 2017

**Motion LB-118-2017**

Moved By: Lynda Parks Sahadat  
Seconded By: Devon A. Jones

**THAT THE Board accept the CEO's Reports as circulated.**

**CARRIED**

**9. Correspondence**

**9.1** Phil Bender, Mayeski Mathers LLP

**Motion LB-119-2017**

Moved By: Lenny Epstein  
Seconded By: Devon A. Jones

**THAT THE Board receive the correspondence as circulated.**

**CARRIED**

**10. Report From Councillors**

**Motion LB-120-2017**

Moved By: Ursula Cattelan  
Seconded By: Gordon Fox

**THAT THE Board receive the verbal report from councillors.**

**CARRIED**

**11. New Business**

**12. Other Business**

**13. Next Meeting Dates**

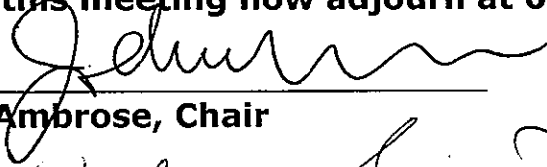
- ✓ Wednesday, December 20, 2017, 5 pm, Picton Branch

**14. Adjourn**

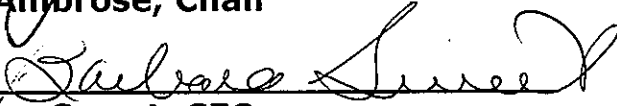
**Motion LB-121-2017**

Moved By: Alec Lunn  
Seconded By: Gordon Fox

**THAT this meeting now adjourn at 6:21 pm.**



**John Ambrose, Chair**



**Barbara Sweet, CEO  
Secretary/Treasurer to The Board**