

COUNTY OF PRINCE EDWARD
PUBLIC LIBRARY BOARD

A meeting of the Library Board was held on Wednesday, September 27, 2017, at 4 pm at the Picton Library Branch.

The following Board Members were present:

John Ambrose (via telephone)
Lenny Epstein (4:45 pm)
Steve Graham
Devon A. Jones
Alec Lunn
Lynda Parks Sahadat

Regrets:

Ursula Cattelan
Gordon Fox

Staff Present:

Barbara Sweet, CEO
Tracy Daley, Office Manager

1. Call to Order

The meeting was called to order at 4:12 pm by The Vice Chair, Lynda Sahadat Parks.

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 June 28, 2017.

Motion LB-078-2017

Moved By: Devon A. Jones
Seconded By: Alec Lunn

THAT THE Library Board accept THE MINUTES as circulated from the Board Meeting of June 28, 2017.

CARRIED

4. Business Arising From the Minutes

- 4.1** Presentation to Committee of the Whole, Thursday, June 15, 2017, at 1 pm, Council Chambers, Shire Hall
- Annual Report 2016
 - Picton Branch Renovation Project

5. Report From Committee – Finance

Finance Committee meeting cancelled prior to Board Meeting

5.1 Cash Disbursements – June 2017

Motion LB-079-2017

Moved By: Alec Lunn
Seconded By: Steve Graham

THAT The Board accept THE Disbursements Summary Report as circulated:

June 8, 2017, totaling.....	\$ 35,627.22
June 22, 2017, totaling.....	\$ 15,028.47
Overall Total.....	\$ 50,655.69

CARRIED

5.2 Cash Disbursements – July 2017

Motion LB-080-2017

Moved By: Devon A. Jones
Seconded By: Alec Lunn

THAT The Board accept THE Disbursements Summary Report as circulated:

July 6, 2017, totaling.....	\$ 29,850.16
July 20, 2017, totaling.....	\$ 17,417.56
Overall Total.....	\$ 47,267.72

CARRIED

5.3 Cash Disbursements – August 2017

Motion LB-081-2017

Moved By: Alec Lunn
Seconded By: Steve Graham

THAT The Board accept THE Disbursements Summary Report as circulated:

August 3, 2017, totaling.....\$ 24,615.06
August 17, 2017, totaling.....\$ 15,618.44
August 31, 2017, totaling.....\$ 9,152.33
Overall Total..... \$ 49,385.83

CARRIED

5.4 Income Statement – June 2017

Motion LB-082-2017

Moved By: Devon A. Jones
Seconded By: Steve Graham

THAT The Board accept THE FINANCIAL STATEMENT Reports as circulated:

Date 2017	Total Revenue Month	Total Revenue Year to Date	Net Surplus Month	Net Surplus Year to Date
June	\$ 96,825	\$ 595,720	\$ (7,010)	\$ (36,262)

5.5 Income Statement – July 2017

Motion LB-082-2017

Moved By: Devon A. Jones
Seconded By: Steve Graham

Date 2017	Total Revenue Month	Total Revenue Year to Date	Net Surplus Month	Net Surplus Year to Date
July	\$ 97,876	\$ 693,596	\$ (6,047)	\$ (42,308)

5.6 Income Statement – August 2017

Motion LB-082-2017

Moved By: Devon A. Jones
Seconded By: Steve Graham

Date 2017	Total Revenue Month	Total Revenue Year to Date	Net Surplus Month	Net Surplus Year to Date
August	\$ 94,103	\$ 787,699	\$ (2,663)	\$ (44,971)

CARRIED

- 5.7** Next Finance Committee Date
✓ Wednesday, October 25, 2017, 4 pm, Picton Branch

6. Report From Committee – Governance

6.1 Pay Equity

Motion LB-083-2017

Moved By: Alec Lunn
Seconded By: Steve Graham

THAT THE Board receive the CPE Public Library Compensation Pay Equity Report as circulated and as recommended by The Governance Committee.

And FURTHER THAT THE Board accept the recommendation of the Governance Committee to direct the CEO to implement the CPE Public Library Compensation Grid with our 2018 operating budget.

CARRIED

- 6.2** Next Governance Committee Meeting Date
✓ Wednesday, October 11, 2017, 10 am, Picton Branch

7. Report From Committee – Operations & Services Excellence

7.1 Report

7.1.1 Town Hall Report dated July 21, 2017

Motion LB-084-2017

Moved By: Devon A. Jones
Seconded By: Steve Graham

THAT The Board receive the Town Hall Report dated July 21, 2017, as recommended by the Operations & Service Excellence Committee.

7.1.2 Town Hall Report dated September 19, 2017

Motion LB-085-2017

Moved By: Devon A. Jones
Seconded By: Steve Graham

THAT The Board receive and adopt Town Hall Report dated September 19, 2017, as recommended by the Operations & Service Excellence Committee.

CARRIED

7.2 Report

Motion LB-086-2017

Moved By: Alec Lunn
Seconded By: Steve Graham

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

CARRIED

7.3 Next Operations & Services Excellence Committee Meeting Date
✓ Thursday, October 12, 2017, 5 pm, Picton Branch

8. CEO Report

8.1 June, July & August 2017

Motion LB-087-2017

Moved By: Devon A. Jones
Seconded By: Alec Lunn

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

CARRIED

9. Correspondence

10. Report From Councillors

Motion LB-088-2017

Moved By: Alec Lunn
Seconded By: Devon A. Jones

THAT THE Board receive the verbal report from councillors.

CARRIED

11. New Business

11.1 Friends Book Sale, Saturday, October 14, 10 am Wellington

11.2 Ontario Public Library Week October 15 to 21

✓ Kick off Fundraiser

12. Other Business

13. Next Meeting Dates

✓ Wednesday, October 25 2017, 5 pm, Picton Branch

14. Adjourn

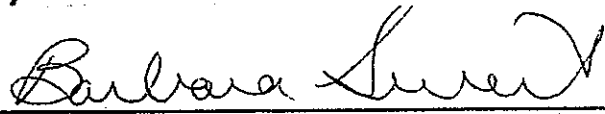
Motion LB-089-2017

Moved By: Devon A. Jones
Seconded By: Alec Lunn

THAT this meeting now adjourn at 5:30 pm.



Lynda Parks Sahadat, Vice Chair



Barbara Sweet, CEO
Secretary/Treasurer to The Board