

COUNTY OF PRINCE EDWARD
PUBLIC LIBRARY - FINANCE COMMITTEE

A meeting of the Finance Committee was held on Wednesday, March 28, 2018, at 4 pm at the Picton Branch Library.

The following Finance Committee Members were present:

John Ambrose, Board Chair
Ursula Cattelan, Finance Chair
Gordon Fox

Regrets:

Alec Lunn

The following Board Members were present:

Lynda Parks Sahadat, Board Vice Chair

Staff Present:

Barbara Sweet, CEO
Tracy Daley, Office Manager

1. Call to Order

The meeting was called to order at 4 pm by The Committee Chair, Ursula Cattelan.

2. Disclosure of Pecuniary Interest & General Nature Thereof

There were no disclosures of pecuniary interest at this time.

3. Minutes

- 3.1 Finance Committee minutes from the meeting held Wednesday, December 20, 2017.

Moved By: John Ambrose
Seconded By: Gordon Fox

THAT The Finance Committee accept THE MINUTES as circulated from the meeting of December 20, 2017.

CARRIED

4. **Finance**

4.1 Cash Disbursements – February 2018

Moved By: Gordon Fox
Seconded By: John Ambrose

THAT The Finance Committee accept the Disbursements Summary Report as circulated:

February 1, 2018, totaling.....\$ 29,115.00
February 15, 2018, totaling.....\$ 38,314.80
Overall Total.....\$ 67,429.80

And finally THAT The Finance Committee recommend the CASH DISBURSEMENT SUMMARY REPORT February 2018 to The Board.

CARRIED

4.2 Income Statement – February 2018

Moved By: Gordon Fox
Seconded By: John Ambrose

THAT The Finance Committee accept THE FINANCIAL STATEMENT Report as circulated:

Date 2018	Total Revenue Month	Total Revenue Year to Date	Net Surplus Month	Net Surplus Year to Date
February	\$ 98,606	\$ 195,588	\$ 10,119	\$ 31,606

And finally THAT The Finance Committee recommend the FINANCIAL STATEMENT REPORT February 2018 to The Board.

CARRIED

5. **Business Arising From the Minutes**

- 5.1 Burkart & Associates, Update on Reporting
- 5.2 KPMG LLP, 2017 Year End Audit Onsite Review Completed

6. **Other Business**

7. **New Business**

8. **Next Meeting Date**

✓ Wednesday, April 25, 2018, 4 pm, Picton Branch

9. **Adjourn**

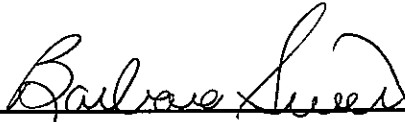
Moved By: Ursula Cattelan

Seconded By:

THAT this meeting now adjourn at 4:46 pm.



Finance CHAIR
Ursula Cattelan



CEO
Barbara Sweet