

COUNTY OF PRINCE EDWARD
PUBLIC LIBRARY BOARD

A meeting of the Library Board was held on Wednesday, June 27, 2018, at 11:15 am at the Picton Library Branch.

The following Board Members were present:

John Ambrose
Ursula Cattelan
Gordon Fox
Steve Graham via telephone
Devon A. Jones

Regrets:

Lenny Epstein
Alec Lunn
Lynda Parks Sahadat

Staff Present:

Barbara Sweet, CEO
Tracy Daley, Office Manager

Guest Present: Arriving at 11:55 am

Bruce Downey, Architect, Hughes Downey Architect
Scott McNeely, P.Eng, McNeely Engineering

1. Call to Order

The meeting was called to order at 11:15 am 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 May 23, 2018.

Motion LB-057-2018

Moved By: Devon A. Jones
Seconded By: Ursula Cattelan

THAT THE Library Board accept THE MINUTES as circulated from the Board Meeting of May 23, 2018.

CARRIED

4. Business Arising From the Minutes

- 4.1 Picton Branch Opening Sunday for Summer 1 pm to 4 pm
- 4.2 Scott McNeely & Bruce Downey
 - Consecon Tower – preparing proposal reviewing costs of catwalk, scaffold, and crane.

5. Finance

5.1 Cash Disbursements – May 2018

Motion LB-058-2018

Moved By: Gordon Fox
Seconded By: Steve Graham

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

May 10, 2018, totaling.....	\$ 57,287.98
May 25, 2018, totaling.....	\$ 33,275.04
Overall Total.....	\$ 90,563.02

CARRIED

5.2 Income Statement – May 2018

Motion LB-059-2018

Moved By: Ursula Cattelan
Seconded By: Steve Graham

THAT The Board 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
May	\$ 97,957	\$ 501,771	\$ 1,174	\$ (47,629)

CARRIED

5.3 Accounts Paid for July and August

Motion LB-060-2018

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

THAT The Library Board authorize the Chair and CEO to pay accounts for July and August 2018 and report to The Library Board at the September Board Meeting, as recommended by The Finance Committee.

CARRIED

5.4 Next Finance Committee Date

✓ Friday, September 28, 2018, 10 am, Picton Branch

6. Report From Committee – Governance

6.1 Report

No Report at this time.

6.2 Next Governance Committee Meeting Date

✓ TBD

7. Report From Committee – Fundraising

7.1 Report

Motion LB-061-2018

Moved By: Gordon Fox
 Seconded By: Ursula Cattelan

THAT THE Board receive the verbal report from the Fundraising Committee.

CARRIED

Report Highlights

- Canada Day July 1st Picton and Wellington Branches Open
- Library Mugs for Sale
- Charlotte Gray at the Town Hall July 10th 2 pm
- Reminder David Frum at the Regent Theatre July 19th 7 pm
- Big Launch October 13th at the Armoury

7.2 Next Committee Meeting Date
✓ TBD

8. CEO Report

8.1 May 2018

Motion LB-062-2018

Moved By: Devon A. Jones
Seconded By: Ursula Cattelan

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

CARRIED

CEO Report Highlights

- June Senior's Month Delivered 100 books With Meals on Wheels
- Open Sundays for Summer 1 pm to 4 pm
- New Xerox Copiers Picton and Wellington Branches
- Participating August 4th Consecon Community Day

9. Correspondence

10. Report From Councillors

Motion LB-063-2018

Moved By: Ursula Cattelan
Seconded By: Devon A. Jones

THAT THE Board receive the verbal report from councillors.

CARRIED

11. New Business

11.1 Library Board Application Process

- Term ends with term of Council
- Gordon Fox – this Board has completed excellent work

12. Other Business

13. Next Meeting Dates

- ✓ Friday, September 28, 2018, 11 am, Picton Branch

14. Adjourn

Motion LB-064-2017

Moved By: Gordon Fox

Seconded By:

THAT this meeting now adjourn at 12:36 pm.



John Ambrose, Chair



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