

COUNTY OF PRINCE EDWARD
PUBLIC LIBRARY - FINANCE COMMITTEE

A meeting of the Finance Committee was held on Wednesday, November 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
Alec Lunn

Regrets:

Staff Present:

Barbara Sweet, CEO
Tracy Daley, Office Manager

Guest Present:

One Observer

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 Friday, September 28, 2018.

Moved By: John Ambrose
Seconded By: Gordon Fox

THAT The Finance Committee accept THE MINUTES as circulated from The Finance Committee Meeting of September 28, 2018.

CARRIED

3.2 Finance Committee minutes from the meeting held Wednesday, October 24, 2018

Moved By: John Ambrose
Seconded By: Gordon Fox

THAT The Finance Committee accept THE MINUTES as circulated from The Finance Committee Meeting of October 24, 2018.

CARRIED

4. Finance

4.1 Cash Disbursements – September 2018

Moved By: John Ambrose
Seconded By: Gordon Fox

THAT The Finance Committee accept THE DISBURSEMENT SUMMARY Report as circulated:

October 4, 2018, totaling.....	\$ 8,616.61
October 11, 2018, totaling.....	\$ 21,997.33
October 25, 2018, totaling.....	\$ 11,958.43
Overall Total.....	\$ 42,572.37

And finally THAT The Finance Committee recommend THE DISBURSEMENT SUMMARY Report October 2018 to The Board.

CARRIED

4.2 Income Statements – September 2018

Moved By: Alec Lunn
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
October	\$ 180,996	\$ 1,103,089	\$ 73,681	\$ (12,147)

And finally THAT The Finance Committee recommend THE FINANCIAL STATEMENT Report October 2018 to The Board.

CARRIED

5. Business Arising From the Minutes

6. Other Business

7. New Business

7.1 Budget 2019

Moved By: John Ambrose
Seconded By: Alec Lunn

THAT The Finance Committee accept THE Operating Budget 2019 Report as circulated:

Net Increase to CPE \$ 30,795.

And finally THAT The Finance Committee recommend THE Operating Budget 2019 Report to The Board.

CARRIED

7.2 Capital Budget 2019

Moved By: Gordon Fox
Seconded By: Alec Lunn

THAT The Finance Committee accept THE Capital Budget 2019 Report as circulated:


Total Report 2019 to 2023 \$ 2,210,000

And finally THAT The Finance Committee recommend THE Capital Budget 2019 Report to The Board.

CARRIED

8. **Next Meeting Date**

9. **Adjourn *sine die***



CEO
Barbara Sweet