

COUNTY OF PRINCE EDWARD
PUBLIC LIBRARY BOARD

A meeting of the Library Board was held on Wednesday, October 28, 2018, at 5 pm at the Picton Library Branch.

The following Board Members were present:

John Ambrose
Ursula Cattelan
Lenny Epstein (by phone)
Devon A. Jones
Lynda Parks Sahadat

Regrets:

Gordon Fox
Steve Graham
Alec Lunn

Staff Present:

Barbara Sweet, CEO
Tracy Daley, Office Manager

Guests Present:

Alexandra Bake, Fundraising Committee Chair
Andrew John Stow Innes
Donald William Watson
One Observer

1. Call to Order

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

2. Confirmation of the Agenda

2.1 Motion to Confirm the Agenda

Motion LB-0080-2018

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

THAT the agenda for the Library Board meeting of October 24, 2018 be confirmed.

CARRIED

3. Disclosure of Pecuniary Interest and the General Nature Thereof

There were no disclosures of pecuniary interest at this time.

4. Gift

Motion LB-0081-2018

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

THAT THE Library Board accept the contingent proposal made by Andrew Innes and Don Watson regarding the possible addition of an art gallery at the Picton Library in the future.

CARRIED

Andrew Innes & Don Watson exit meeting after presentation

5. Report From Committee – Fundraising

Motion LB-0082-2018

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

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

CARRIED

Alexandra Bake exit meeting after presentation

6. Minutes

6.1 Library Board Minutes from the meeting held on September 28, 2018.

Motion LB-0083-2018

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

THAT THE Library Board accept THE MINUTES as circulated from the Board Meeting of September 28, 2018.

CARRIED

7. Business Arising From the Minutes

- 7.1** Mark Maury Quote for Consecon Tower
 - ✓ Building Permit Issued by CPE
 - ✓ Deposit Paid on Project

8. Finance

8.1 Cash Disbursements – September 2018

Motion LB-0084-2018

Moved By: Lynda Parks Sahadat
Seconded By: Ursula Cattelan

THAT The Board accept THE DISBURSEMENT SUMMARY Report as circulated:

September 6, 2018, totaling..... \$ 53,124.75
September 20, 2018, totaling..... \$ 28,044.10
Overall Total.....\$ 81,168.85

CARRIED

8.2 Income Statement – September 2018

Motion LB-0085-2018

Moved By: Lynda Parks Sahadat
Seconded By: Ursula Cattelan

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
Sept	\$ 108,611	\$ 922,093	\$ 387	\$ (85,829)

CARRIED

8.3 Budget 2019

- 8.4** Next Finance Committee Date
 - ✓ Wednesday, November 28, 2018, 4 pm, Picton Branch

Ursula Cattelan exit meeting at 6 pm, Quorum Lost, meeting continued informally

9. Report From Committee – Governance

9.1 Succession Planning – Legacy Document

9.2 Next Committee Meeting Date

✓ Wednesday, November 21, 2018, 10 am Picton

10. CEO Report

11. Correspondence

12. Report From Councillors

13. New Business

14. Other Business

15. Next Meeting Dates

✓ Wednesday, November 28, 2018, 5 pm, Picton Branch

16. Adjourn

Motion LB-086-2017

Moved By: Ursula Cattelan

Seconded By:

THAT this meeting now adjourn at 6 pm.



John Ambrose, Chair



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