

COUNTY OF PRINCE EDWARD
PUBLIC LIBRARY BOARD

A meeting of the Library Board was held on Wednesday, April 24, 2019, at 1 pm at the Picton Branch.

The following Board Members were present:

Dawn Cutler, Vice Chair
Marion Hughes
Ray Hobson
Devon A. Jones, Chair
Kate MacNaughton
Bill McMahan
Alexander "Sandy" Murray
Jan Nightingale

Regrets:

Linda Donville
Lenny Epstein

Staff Present:

Barbara Sweet, CEO
Tracy Daley, Office Manager

1. Call to Order

The meeting was called to order at 1:00 pm by The Chair, Devon A. Jones.

2. Confirmation of the Agenda

2.1 Motion to Confirm the Agenda

Motion LB-0033-2019

Moved By: Ray Hobson
Seconded By: Dawn Cutler

THAT the agenda for the Library Board meeting of April 24, 2019, be confirmed.

CARRIED

3. Disclosure of Pecuniary Interest and the General Nature Thereof

There were no disclosures of pecuniary interest at this time.

4. Minutes

- 4.1** Motion to approve the Library Board Minutes from the meeting held on March 27, 2019.

Motion LB-0034-2019

Moved By: Ray Hobson
Seconded By: Jan Nightingale

THAT THE Library Board accept THE MINUTES as circulated from the Board Meeting of March 27, 2019.

CARRIED

5. Business Arising From the Minutes

- 5.1** Picton Capital Project
✓ Expressions of Interest
Brian Clark, Architect, reports that 16 requests were received
- 5.2** Consecon Capital Project
✓ Waiting for weather to paint
- 5.3** Presentation to Council
✓ Ray Hobson will review live stream on CPE website and note questions presented by councilors in preparation of next presentation

6. Finance

- 6.1** Cash Disbursements – March 2019

Motion LB-0035-2019

Moved By: Sandy Murray
Seconded By: Kate MacNaughton

3. Disclosure of Pecuniary Interest and the General Nature Thereof

There were no disclosures of pecuniary interest at this time.

4. Minutes

- 4.1** Motion to approve the Library Board Minutes from the meeting held on March 27, 2019.

Motion LB-0034-2019

Moved By: Ray Hobson
Seconded By: Jan Nightingale

THAT THE Library Board accept THE MINUTES as circulated from the Board Meeting of March 27, 2019.

CARRIED

5. Business Arising From the Minutes

- 5.1** Picton Capital Project
✓ Expressions of Interest
Brian Clark, Architect, reports that 16 requests were received
- 5.2** Consecon Capital Project
✓ Waiting for weather to paint
- 5.3** Presentation to Council
✓ Bill McMahon will review live podcast on CPE website and note questions presented by councilors in preparation of next presentation

6. Finance

- 6.1** Cash Disbursements – March 2019

Motion LB-0035-2019

Moved By: Sandy Murray
Seconded By: Kate MacNaughton

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

March 1, 2019, totaling.....	\$	29,686.00
March 14, 2019, totaling.....	\$	27,314.25
March 28, 2019, totaling.....	\$	43,224.27
Overall Total.....	\$	100,224.52

CARRIED

6.2 Income Statement – March 2019

Motion LB-0036-2019

Moved By: Sandy Murray
 Seconded By: Kate MacNaughton

THAT The Board accept THE FINANCIAL STATEMENT Report in Draft as circulated and as recommended by The Finance Committee:

Date 2019	Total Revenue Month	Total Revenue Year to Date	Net Surplus Month	Net Surplus Year to Date
March	\$ 102,783	\$ 306,642	\$ (29,527)	\$ (31,345)

CARRIED

**6.3 KPMG
 May 22, 2019**

6.4 Next Finance Committee Date
 ✓ Wednesday, May 22, 2019 at 12 pm

7. Fundraising Committee

Motion LB-0037-2019

Moved By: Dawn Cutler
 Seconded By: Sandy Murray

THAT THE Board receive the verbal report from The CEO.

CARRIED

8. CEO Report

8.1 CEO's Report – March 2019

Motion LB-0038-2019

Moved By: Bill McMahon
Seconded By: Sandy Murray

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

CARRIED

CEO Report Highlights

- Pop Up Shop – Continuing – moving to the Armoury May 2019
- April 25, 2019, County Reads Event
- April 26 & 27, 2019, Authors Festival
- Linwood Barclay returning in October 2019
- Dave Meslin June 13, 2019
- Art Auction ends April 30, 2019

9. Correspondence

10. Report From Councillors

Motion LB-0039-2019

Moved By: Jan Nightingale
Seconded By: Ray Hobson

THAT THE Board receive the verbal report from councillors.

CARRIED

11. New Business

11.1 Landscaping Picton

11.2 SOLS Budget

ILLO – Due to provincial budget cuts to Southern Ontario Library Service, the interlibrary loan service will be terminated April 26, 2019. All materials must be returned to its' lending library as soon as possible.

Library is about resource sharing – efficiencies in service.

12. Other Business

12.1 BFI – Insurance Information

13. Next Meeting Dates

✓ Wednesday, May 22, 2019 at 1 pm – Regular Board

14. Adjourn

Motion LB-0040-2019

Moved By: Dawn Cutler

THAT this meeting now adjourn at 1:55 pm.



Devon A. Jones, Chair



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