

COUNTY OF PRINCE EDWARD
PUBLIC LIBRARY BOARD

A meeting of the Library Board was held on Wednesday, March 27, 2019, at 1 pm at the Picton Branch.

The following Board Members were present:

Dawn Cutler, Vice Chair
Linda Donville
Lenny Epstein (via phone)
Ray Hobson
Devon A. Jones, Chair
Kate MacNaughton
Bill McMahan
Alexander "Sandy" Murray
Jan Nightingale

Regrets:

Marion Hughes

Staff Present:

Barbara Sweet, CEO
Tracy Daley, Office Manager

1. Call to Order

The meeting was called to order at 1:05 pm by The Chair, Devon A. Jones.

2. Confirmation of the Agenda

2.1 Motion to Confirm the Agenda

Motion LB-0024-2019

Moved By: Dawn Cutler
Seconded By: Linda Donville

THAT the agenda for the Library Board meeting of March 27, 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 February 27, 2019.

Motion LB-0025-2019

Moved By: Kate MacNaughton
Seconded By: Jan Nightingale

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

CARRIED

5. Business Arising From the Minutes

- 5.1** Review Presentation to Council
Held Thursday, March 14, 2019 at 1 pm, Shire Hall
- 5.2** Annual Report 2018

Motion LB-0026-2019

Moved By: Kate MacNaughton
Seconded By: Linda Donville

THAT THE Board receive the Annual Report.

And FURTHER THAT THE Board approve the Annual Report 2018 for distribution.

CARRIED

6. Finance

6.1 Cash Disbursements – February 2019

Motion LB-0027-2019

Moved By: Sandy Murray
Seconded By: Dawn Cutler

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

February 1, 2019, totaling.....	\$ 22,788.84
February 7, 2019, totaling.....	\$ 22,834.66
February 14, 2019, totaling.....	\$ 43,843.41
February 28, 2019, totaling.....	\$ 2,741.11
Overall Total.....	\$ 92,208.02

CARRIED

6.2 Income Statement – February 2019

Motion LB-0028-2019

Moved By: Ray Hobson
Seconded By: Dawn Cutler

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
February	\$ 100,769	\$ 203,859	\$ 2,678	\$ (1,817)

CARRIED

6.3 KPMG

Library Year End Review March 18 to March 20, 2019
Auditors on site

6.4 Next Finance Committee Date

✓ Wednesday, April 24, 2019 at 12 pm

7. CEO Report

7.1 CEO's Report – February 2019

Motion LB-0029-2019

Moved By: Jan Nightingale

Seconded By: Ray Hobson

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

CARRIED

CEO Report Highlights

- Pop Up Shop – Continuing to end of April; Gross \$ 4,560 to date
- February 19, 2019, Attended Women's Institute Tea February 19, 2019, \$1,000 donation to each library branch plus an additional \$1,000 for the Picton expansion project
- March 31, 2019, 6 pm to 10 pm – Renew Gala Launch Party
Drake Devonshire Online Art Auction
- April 13, 2019, 10 am to 1 pm – Trustees Council Meeting at
Belleville Public Library
- April 25, 2019, County Reads Event
- April 26 & 27, 2019, Authors Festival

8. Correspondence

- 8.1** Employment and Social Development Canada (ESDC)
Email response dated March 18, 2019, Library's Application to
the Grant: Enabling Accessibility Funding, was declined.

Motion LB-0030-2019

Moved By: Linda Donville

Seconded By: Jan Nightingale

THAT THE Board accept the correspondence as circulated.

CARRIED

9. Report From Councillors

Motion LB-0031-2019

Moved By: Sandy Murray

Seconded By: Linda Donville

THAT THE Board receive the verbal report from councillors.

CARRIED

10. New Business

11. Other Business

- 11.1** Consecon Steeple
Expected to be re-installed by the end of June

12. Next Meeting Dates

- ✓ Wednesday, April 24, 2019 at 1 pm – Regular Board

13. Adjourn

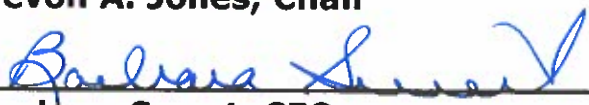
Motion LB-0032-2019

Moved By: Dawn Cutler

THAT this meeting now adjourn at 1:59 pm.



Devon A. Jones, Chair



Barbara Sweet, CEO
Secretary/Treasurer to The Board