

COUNTY OF PRINCE EDWARD
PUBLIC LIBRARY BOARD

A meeting of the Library Board was held on Thursday, January 23, 2020, at 10 am at Shire Hall, 2nd Floor Board Meeting Room.

The following Board Members were present:

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

Regrets:

Linda Donville
Lenny Epstein
Bill McMahon

Staff Present:

Barbara Sweet, CEO
Tracy Daley, Office Manager

1. Call to Order

The meeting was called to order at 10 am by The Chair, Devon A. Jones.

2. Confirmation of the Agenda

2.1 Motion to Confirm the Agenda

Motion LB-0004-2020

Moved By: Jan Nightingale
Seconded By: Marion Hughes

THAT the agenda for the Library Board meeting of January 23, 2020, 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 November 28, 2019.

Motion LB-0005-2020

Moved By: Dawn Cutler
Seconded By: Jan Nightingale

THAT THE Library Board accept THE MINUTES as circulated from the Board Meeting of November 28, 2019.

CARRIED

- 4.2** Motion to approve the Library Board Minutes from the meeting held on January 10, 2020.

Motion LB-0006-2020

Moved By: Jan Nightingale
Seconded By: Dawn Cutler

THAT THE Library Board accept THE MINUTES as circulated from the Board Meeting of January 10, 2020.

CARRIED

5. Business Arising From the Minutes

- 5.1** Sir John A. MacDonald: Picton Branch
Reconcili-Action, Restoring Indigenous Presence to Canadian Communities, Saturday, January 25, 2 pm, Regent Theatre
✓ Second Installment in the Lecture Series
✓ Bill Roberts, Councillor Ward 6 (Sophiasburgh), will attend
- 5.2** Picton Capital Project
✓ Knudsen Extension extension to bid
- Agreement to hold prices for another 30 days
- 5.3** Consecn Capital Project – done
- 5.4** Wellington Capital Project – no activity

6. Finance

- 6.1 Next Finance Committee Date**
 - ✓ Thursday, February 27, 2020, at 10 am

7. Fundraising Committee

- 7.1 Update on Fundraising**
 - ✓ Letter writing campaign
 - ✓ February 2020 big push: "Love Your Library"
 - ✓ Drake Event – Xmas Market
 - ✓ Picton - Pop up Shop
 - ✓ \$20,000 current estimates fundraising dollars in December 2019

Motion LB-0007-2020

Moved By: Dawn Cutler
 Seconded By: Kate MacNaughton

THAT THE Board receive the verbal report Fundraising Committee.

CARRIED

7.2 Giving Levels - Action

THAT THE Board direct The CEO to add the Fundraising Levels to LA 104 – Donor Recognition Policy, Addendum – Framework Donor Recognition for the Picton Library 2018 to 2020 Capital Campaign, Referencing page four and five (4 & 5), and return amended Policy at the next Board Meeting for review.

LA 104 – Donor Recognition Policy

Fundraising Levels to insert as requested by the Fundraising Committee – new Library Policy – Capital Campaign Only

The levels of giving on a yearly basis are:

Supporter	\$ 1,000.00	to	\$ 4,999.99
Patron	\$ 5,000.00	to	\$ 9,999.99
Benefactor	\$ 10,000.00	to	\$ 49,999.99
Major Benefactor	\$ 50,000.00		and above

8. Governance Committee

- 8.1 Governance Committee - Meeting Date**
✓ As needed

9. CEO Report

Motion LB-0008-2019

Moved By: Kate MacNaughton
Seconded By: Sandy Murray

- 9.1 CEO's Report – November & December 2019**

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

CARRIED

- ✓ CEO and Board Chair meeting with Marcia Wallace, CAO, County of Prince Edward
- ✓ Grants Awarded
 - Huff's Foundation Grant x 2
- ✓ Annual Report in Draft Preparation
 - all donors will be listed in alphabetical order
 - Reporting to Council

10. Correspondence

11. Report From Councillors

Motion LB-0009-2019

Moved By: Sandy Murray
Seconded By: Jan Nightingale

THAT THE Board receive the verbal report from councillors.

CARRIED

Budget 2020

- ✓ Deliberations start Tuesday, January 29, 2020, in the pm, and are expected to run for three and one half (3 ½) days.
- ✓ The Budget is expected to represent the "Long Range Vision" of the County of Prince Edward

12. New Business

12.1 Todd Smith Visit

- ✓ Launch March Break
- ✓ Alumni Reading Circle

13. Other Business

14. Next Meeting Dates

- ✓ Thursday, February 27, 2020, 11 am

15. Adjourn at 10:57 am.

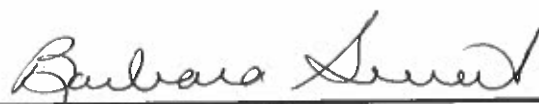
Motion LB-0010-2020

Moved By: Kate MacNaughton

Seconded By: Dawn Cutler



Devon A. Jones, Chair



Barbara Sweet, CEO
Secretary/Treasurer to The Board