

COUNTY OF PRINCE EDWARD  
PUBLIC LIBRARY - FINANCE COMMITTEE

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A meeting of the Finance Committee was held on Thursday, July 2, 2020, at 10 am via Zoom.

The following Finance Committee Members were present:

Lenny Epstein  
Devon A. Jones, Board Chair  
Marion Hughes  
Sandy Murray, Finance Chair  
Jan Nightingale

Regrets:

Linda Donville

The following Board Members were present:

Dawn Cutler, Board Vice Chair

Staff Present:

Barbara Sweet, CEO  
Tracy Daley, Office Manager

1. **Call to Order**

The meeting was called to order at 10:04 am by The Committee Chair, Sandy Murray.

2. **Confirmation of the Agenda**

Moved By: Devon A. Jones  
Seconded By: Jan Nightingale

**THAT the agenda for the Finance Committee meeting of July 2, 2020, be confirmed.**

**CARRIED**

3. **Disclosure of Pecuniary Interest & General Nature Thereof**

There were no disclosures of pecuniary interest at this time.

**4. Minutes**

**4.1 Finance Committee minutes from the meeting held Friday, March 27, 2020, as amended.**

Moved By: Jan Nightingale  
Seconded By: Dawn Cutler

**THAT The Finance Committee receive THE MINUTES as circulated from The Finance Committee Meeting of March 27, 2020.**

**CARRIED**

**5. Finance**

**5.1 Cash Disbursements – May 2020**

Moved By: Marion Hughes  
Seconded By: Jan Nightingale

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

<b>May 7, 2020, totaling.....</b>	<b>\$ 26,266.16</b>		
<b>May 21, 2020, totaling.....</b>	<b>\$ 20,504.05</b>		
<b>Overall Total.....</b>	<b>\$</b>	<b>46,770.21</b>	

**And finally THAT The Finance Committee recommend THE DISBURSEMENT SUMMARY Report May 2020 to The Board.**

**CARRIED**

**5.2 Income Statement – May 2020**

Moved By: Marion Hughes  
Seconded By: Jan Nightingale

<b>Date 2020</b>	<b>Total Revenue Month</b>	<b>Total Revenue Year to Date</b>	<b>Net Surplus Month</b>	<b>Net Surplus Year to Date</b>
<b>May</b>	<b>\$ 113,838</b>	<b>\$ 522,556</b>	<b>\$ 7,642</b>	<b>\$ (5,099)</b>

**And finally THAT The Finance Committee recommend THE FINANCIAL STATEMENT Report May 2020 to The Board.**

**CARRIED**

### 5.3 Financial Summary – May 2020

The CEO confirms that:

1. The bank accounts (operating and reserves) have been reconciled at May 31, 2020.
2. All remittances and source deductions for which the directors may be personally liable have been made and submitted to the appropriate authorities.

### 6. Business Arising From the Minutes

### 7. Other Business

### 8. New Business

### 9. Next Meeting Date


9.1 July 23, 2020, 10 am

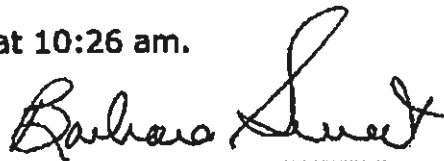
### 10. Adjourn

Moved By: Marlon Hughes

Seconded By:

THAT The Meeting now adjourn at 10:26 am.

  
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Finance CHAIR  
Sandy Murray

  
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CEO  
Barbara Sweet