

COUNTY OF PRINCE EDWARD
PUBLIC LIBRARY BOARD

A meeting of the Library Board was held on Thursday, January 28, 2021, at 6 pm via Zoom.

The following Board Members were present:

Dawn Cutler, Vice Chair
Lenny Epstein
Marion Hughes
Devon A. Jones, Chair
Kate MacNaughton
Bill McMahon
Alexander (Sandy) Murray
Jan Nightingale

Regrets:

Linda Donville
Ray Hobson

Staff Present:

Barbara Sweet, CEO
Tracy Shortt, Office

1. Call to Order

The meeting was called to order at 6:05 pm by The Chair, Devon A. Jones.

2. Confirmation of the Agenda

2.1 Motion to Confirm the Agenda

Motion LB-0001-2021

Moved By: Jan Nightingale
Seconded By: Dawn Cutler

THAT the agenda for the Library Board meeting of January 28, 2021, 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 26, 2020.

Motion LB-0002-2021

Moved By: Alexander (Sandy) Murray
Seconded By: Jan Nightingale

THAT THE Library Board accept THE MINUTES as circulated from the Board Meeting of November 26, 2020.

CARRIED

5. Business Arising From the Minutes

- 5.1** Picton Building Project Update
 - ✓ Project – update Memo sent to CPE
- 5.2** Consecon Signage
 - ✓ More changes in the spring

6. Finance

6.1 Cash Disbursements – November 2020

Motion LB-0003-2021

Moved By: Marion Hughes
Seconded By: Jan Nightingale

THAT The Board accept THE Disbursements Summary Report as circulated:

November 5, 2020, totaling.....	\$ 47,484.51
November 12, 2020, totaling.....	\$ 1,445.54
November 19 2020, totaling.....	\$ 6,050.67
November 23, 2020, totaling.....	\$ 19,016.15
Overall Total.....	\$ 73,996.87

CARRIED

6.2 Income Statement – November 2020

Motion LB-0004-2021

Moved By: Bill McMahon

Seconded By: Dawn Cutler

THAT The Board accept THE INCOME STATEMENT Report as circulated:

Date 2020	Total Revenue Month	Total Revenue Year to Date	Net Surplus Month	Net Surplus Year to Date
November	\$ 104,320	\$ 1,253,676	\$ 169	\$ 98,924

CARRIED

6.3 Operating Budget 2021

The Operating Budget Report 2021, net increase to CPE \$ 25,369 was approved.

6.4 Financial Summary – November 2020

The CEO confirms that:

1. The bank accounts (operating and reserves) have been reconciled at November 30, 2020.
2. All remittances and source deductions for which the directors may be personally liable have been made and submitted to the appropriate authorities.

6.5 Next Finance Committee Date

- ✓ Thursday, February 25, 2021, 10 am, with Board Meeting
- ✓ Or as needed

7. CEO Report

Motion LB-0005-2021

Moved By: Kate MacNaughton

Seconded By: Jan Nightingale

7.1 CEO's Report – November & December 2020

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

CARRIED

8. Correspondence

- 8.1** Memo to the County of Prince Edward dated January 27, 2021, regarding the Expansion and Renovation of the Picton Library Branch, update to Council
- 8.2** Memo from the Regent Theatre Foundation received December 31, 2020
- 8.3** Memo to The Regent Theatre Foundation dated January 5, 2021
- 8.4** Email from the Regent Theatre Foundation dated January 12, 2021

Motion LB-0006-2020

Moved By: Alexander (Sandy) Murray
Seconded By: Jan Nightingale

THAT THE Board accept the correspondence as circulated.

CARRIED

9. Report From Councillors

Motion LB-0007-2020

Moved By: Lenny Epstein
Seconded By: Alexander (Sandy) Murray

THAT THE Board receive the verbal report from councillors.

CARRIED

10. New Business

11. Other Business

12. Next Meeting Dates

- ✓ Thursday, February 25, 2021, 10 am
- ✓ Or As needed

13. Adjourn

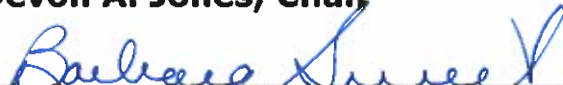
Motion LB-008-2020

Moved By: Dawn Cutler

THAT the meeting now adjourn at 6:45 pm.



Devon A. Jones, Chair



Barbara Sweet, CEO
Secretary/Treasurer to The Board