

COUNTY OF PRINCE EDWARD
PUBLIC LIBRARY BOARD

A meeting of the Library Board was held on Thursday, November 26, 2020, at 10 am via Zoom.

The following Board Members were present:

Dawn Cutler, Vice Chair exit 10:30 am
Linda Donville
Ray Hobson
Marion Hughes
Devon A. Jones, Chair
Kate MacNaughton Bill McMahon
Alexander (Sandy) Murray
Jan Nightingale

Regrets:

Lenny Epstein

Staff Present:

Barbara Sweet, CEO
Tracy Shortt, Office

1. Call to Order

The meeting was called to order at 10:00 am by The Chair, Devon A. Jones.

2. Confirmation of the Agenda

2.1 Motion to Confirm the Agenda

Motion LB-0080-2020

Moved By: Bill McMahon
Seconded By: Jan Nightingale

THAT the agenda for the Library Board meeting of November 26, 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 October 22, 2020.

Motion LB-0081-2020

Moved By: Dawn Cutler
Seconded By: Jan Nightingale

THAT THE Library Board accept THE MINUTES as circulated from the Board Meeting of October 22, 2020.

CARRIED

5. Business Arising From the Minutes

5.1 Picton Building Project Update
✓ Project – May 2021

5.2 Consecon Signage
✓ Donation received to display the bell inside the foyer

6. Finance

6.1 Cash Disbursements – October 2020

Motion LB-0082-2020

Moved By: Kate MacNaughton
Seconded By: Bill McMahon

THAT The Board accept THE Disbursements Summary Report as circulated:

October 1, 2020, totaling.....	\$ 24,745.04	
October 15, 2020, totaling.....	\$ 4,827.44	
October 22, 2020, totaling.....	\$ 19,738.62	
Overall Total.....	\$	49,311.10

CARRIED

6.2 Income Statement – October 2020

Motion LB-0083-2020

Moved By: Jan Nightingale
Seconded By: Ray Hobson

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
October	\$ 103,219	\$ 1,149,356	\$ 1,372	\$ 98,755

CARRIED

6.3 Operating Budget 2021

Motion LB-0084-2020

Moved By: Jan Nightingale
Seconded By: Ray Hobson

THAT The Board accept THE Operating Budget Report 2021 as circulated.

Net Increase to CPE \$ 25,369.

CARRIED

6.4 Capital Budget 2021

6.5 Financial Summary – October 2020

The CEO confirms that:

1. The bank accounts (operating and reserves) have been reconciled at October 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.

6.6 Next Finance Committee Date

- ✓ Thursday, January 28, 2021, 10 am, with Board Meeting
- ✓ Or as needed

7. CEO Report

Motion LB-0085-2020

Moved By: Bill McMahon
Seconded By: Jan Nightingale

7.1 CEO's Report – October 2020

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

CARRIED

8. Correspondence

9. Report From Councillors

Motion LB-0086-2020

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

THAT THE Board receive the verbal report from councillors.

CARRIED

10. New Business

10.1 Sir John A MacDonald

- 10.1.1** Education
- 10.1.2** Author Presentation Series
- 10.1.3** Land Acknowledgement

11. Other Business

11.1 Strategic Plan updating

12. Next Meeting Dates

- ✓ Thursday, January 28, 2021, 10 am
- ✓ Or As needed

13. Adjourn

Motion LB-0087-2020

Moved By: Linda Donville

THAT the meeting now adjourn at 11:16 am.



Devon A. Jones, Chair



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