

COUNTY OF PRINCE EDWARD  
PUBLIC LIBRARY BOARD

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A meeting of the Library Board was held on Thursday, August 25, 2022, at 10 am via Zoom.

The following Board Members were present:

Dawn Cutler, Vice Chair  
Marion Hughes  
Devon A. Jones, Chair  
Alexander (Sandy) Murray  
Jan Nightingale

Regrets:

Lenny Epstein  
Ray Hobson  
Kate MacNaughton  
Bill McMahan  
Jessica Shiers

Staff Present:

Barbara Sweet, CEO  
Tracy Shortt, Office

**1. Call to Order**

The meeting was called to order at 10:05 am by the Chair, Devon A. Jones.

**2. Confirmation of the Agenda**

**2.1 Motion to Confirm the Agenda**

Agenda approved on the basis this would be an informal meeting as there was not a quorum.

**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 July 28, 2022.

Accepted subject to ratification.

#### **5. Business Arising from the Minutes**

- 5.1** Walmsley Project  
✓ Consult with University of Toronto

- 5.2** Picton Building Project Update  
✓ 50% complete

#### **6. Finance**

##### **6.1 Cash Disbursements**

###### **6.1.1 Cash Disbursements June 2022**

The SUMMARY OF DISBURSEMENTS Report as circulated:

Total Report:                   \$ 172,022.24

Accepted subject to ratification.

###### **6.1.2 Cash Disbursements July 2022**

The SUMMARY OF DISBURSEMENTS Report as circulated:

Total Report:                   \$ 395,837.90

Accepted subject to ratification.

###### **6.1.3 Income Statement – June 2022**

THE FINANCIAL STATEMENT Report as circulated:

Date 2022	Total Revenue Month	Total Revenue Year to Date	Net Surplus Month	Net Surplus Year to Date
June	\$ 134,364	\$ 730,642	\$ (35,720)	\$ (1,966)

Accepted subject to ratification.

### **6.1.4 Income Statement – July 2022**

THE FINANCIAL STATEMENT Report as circulated:

Date 2022	Total Revenue Month	Total RevenueNet Year to Date	Surplus Month	Net Surplus Year to Date
July	\$ 119,829	\$ 850,471	\$ 16,342	\$ 14,376

Accepted subject to ratification.

### **6.1.5 Financial Summary – June & July 2022**

The CEO confirms that:

1. The bank accounts (operating and reserves) have been reconciled at July 31, 2022.
2. All remittances and source deductions for which the directors may be personally liable have been made and submitted to the appropriate authorities.

### **6.2 Next Finance Committee Meeting Date**

✓ TBD

## **7. CEO Report**

### **7.1 CEO's Report – July 2022**

The verbal report from the CEO.

Accepted subject to ratification.

## **8. Correspondence**

## **9. Report From Councillors**

## **10. New Business**

### **10.1 Milford Branch Parking – J Miller**

## **11. In Camera Session**

### **11.1 In Camera Session**

The members of the Library Board moved in camera at 10:40 am.

### **11.2 Move out of In Camera Session**

The members of the Library Board came out of camera at 10:53 am.

## **12. Next Meeting Dates**

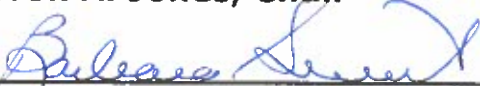
- ✓ Thursday, September 29, 2022, 10 am
- ✓ Or as needed

## **13. Adjourn**

THAT the meeting adjourned at 10:55 am.



**Devon A. Jones, Chair**



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