

COUNTY OF PRINCE EDWARD
PUBLIC LIBRARY BOARD

A meeting of the Library Board was held on Thursday, January 19, 2023, at 10 am via Zoom.

The following Board Members were present:

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

Regrets:

Lenny Epstein
Bill McMahon
Jessica Shiers

Staff Present:

Barbara Sweet, CEO
Tracy Shortt, Office Manager

1. Call to Order

The meeting was called to order at 10:07 am by the Chair, Devon A. Jones.

2. Confirmation of the Agenda

2.1 Motion to Confirm the Agenda

Motion LB-0001-2023

Moved By: Dawn Cutler
Seconded By: Kate MacNaughton

THAT the agenda for the Library Board meeting of January 19, 2023, 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 December 8, 2022.

Motion LB-0002-2023

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

THAT THE Library Board approve THE MINUTES as circulated from the Board Meeting of December 8, 2022.

CARRIED

5. Business Arising from the Minutes

5.1 Picton Building Project Update

Motion LB-0004-2023

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

THAT THE Board receive the verbal report from the CEO.

CARRIED

6. Finance

6.1 Cash Disbursements – November 2022

Motion LB-0005-2023

Moved By: Marion Hughes
Seconded By: Jan Nightingale

THAT The BOARD accept The SUMMARY OF DISBURSEMENTS Report as circulated:

Total Operating	\$ 53,653.73
Total Capital	\$313,564.78

CARRIED

6.2 Finance Statements

Motion LB-0006-2023

Moved By: Dawn Cutler
Seconded By: Marion Hughes

THAT The Board accept THE FINANCIAL STATEMENT Report as circulated, Net Library \$164,877 year to date.

CARRIED

6.3 Budget
Operating Budget 2023

6.4 Financial Summary for November 2022

The CEO confirms that:

1. The bank accounts (operating and reserves) have been reconciled at November 30, 2022.
2. All remittances and source deductions for which the directors may be personally liable have been made and submitted to the appropriate authorities.

6.5 Next Finance Committee Meeting Date
✓ TBD

7. CEO Report

7.1 CEO's Report – November 2023

Motion LB-0007-2022

Moved By: Jan Nightingale
Seconded By: Dawn Cutler

THAT THE Board accept THE verbal report from the CEO.

CARRIED

8. Correspondence

9. Report From Councilors

Motion LB-0008-2023

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

THAT THE Board accept THE verbal report from the Councilors.

CARRIED

10. **New Business**
11. **Other Business**
12. **Next Meeting Dates**
✓ TBD
13. **Adjourn**

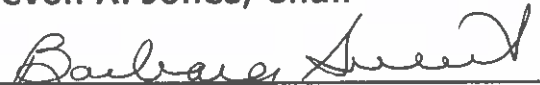
Motion LB-0009-2023

Moved By: Dawn Cutler

THAT the meeting now adjourns at 10:52 am.



Devon A. Jones, Chair



Barbara Sweet, CEO
Secretary/Treasurer to The Board