

COUNTY OF PRINCE EDWARD  
PUBLIC LIBRARY BOARD

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A meeting of the Library Board was held on Wednesday, May 25, 2016, at 10:30 am at the Picton Branch.

The following Board Members were present:

John Ambrose  
Lenny Epstein  
Gordon Fox  
Steve Graham  
Devon A. Jones  
Alec Lunn  
Lynda Parks Sahadat

Regrets:

Ursula Cattelan

Staff Present:

Barbara Sweet, CEO  
Tracy Daley, Office Manager

**1. Call to Order**

The meeting was called to order at 10:30 am by The Chair, John Ambrose.

**2. Disclosure of Pecuniary Interest and the General Nature Thereof**

There were no disclosures of pecuniary interest at this time.

**3. Minutes**

**3.1** Library Board Minutes from the meeting held on April 27, 2016.

**Motion LB-042-2016**

Moved By: Gordon Fox  
Seconded By: Lenny Epstein

**THAT The Library Board accept THE MINUTES as circulated from the Board Meeting of April 27, 2016.**

**CARRIED**

**4. Business Arising From the Minutes**

**5. Report From Committee – Finance**

**5.1 Cash Disbursements – April 2016**

**Motion LB-043-2016**

Moved By: Alec Lunn  
Seconded By: Devon A. Jones

**THAT The Board accept THE Disbursements Summary Report as circulated and as recommended by the Finance Committee.**

**April 14, 2016, totaling.....\$ 56,688.72**  
**April 28, 2016, totaling.....\$ 18,533.76**  
**Overall Total..... \$ 75,222.48**

**CARRIED**

**5.2 Income Statement – April 2016**

**Motion LB-044-2016**

Moved By: Alec Lunn  
Seconded By: Gordon Fox

**THAT The Board accept THE FINANCIAL STATEMENT Report as circulated and as recommended by the Finance Committee.**

<b>Date 2016</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>April</b>	<b>\$ 102,613</b>	<b>\$ 408,540</b>	<b>\$ (33,896)</b>	<b>\$ (11,946)</b>

**CARRIED**

**5.3 Next Finance Committee Date**

✓ Wednesday, June 22, 9:30 am, Wellington Branch

**6. Report From Committee – Personnel**

**6.1** Policy HR 110 Code of Conduct - Deferred

**6.2** Next Personnel Committee Meeting Date

✓ Thursday, June 9, 2016, 1 pm, CEO's Office, Picton

**7. Report From Committee – Operations & Services Excellence**

**7.1** Report

✓ Consecon Steeple to be stored in the Consecon Fire Hall during its' repair

✓ The Great Steeple Chase

**Motion LB-045-2016**

Moved By: Devon A. Jones

Seconded By: Lynda Parks Sahadat

**THAT THE Board receive the verbal report from the Operations and Service Excellence Committee.**

**CARRIED**

**7.2** Next Operations & Services Excellence Committee Meeting Date

✓ Tuesday, June 14, 2016, 5 pm, CEO's Office, Picton Branch

**8. CEO Report**

**8.1** April 2016

**Motion LB-046-2016**

Moved By: Lenny Epstein

Seconded By: Alec Lunn

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

**CARRIED**

**9. Correspondence**

**10. Report From Councillors**

**Motion LB-047-2016**

Moved By: Devon A. Jones

Seconded By: Alec Lunn

- ✓ Investigate the upgrade of the stairs at the back of the Picton Library for access to Main Street

**THAT THE Board receive the verbal report from councillors.**

**CARRIED**

**11. New Business**

**12. Other Business**

**13. Next Meeting Dates**

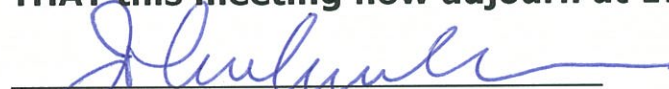
- ✓ Wednesday, June 22, 2016, 10:30 am, Wellington Branch

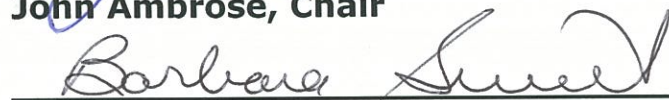
**14. Adjourn**

**Motion LB-048-2016**

Moved By: Alec Lunn  
Seconded By: Lenny Epstein

**THAT this meeting now adjourn at 11:22 am.**

  
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**John Ambrose, Chair**

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