

COUNTY OF PRINCE EDWARD
PUBLIC LIBRARY BOARD

A meeting of the Library Board was held on Wednesday, June 22, 2016, at 10:30 am at the Wellington Branch.

The following Board Members were present:

John Ambrose
Ursula Cattelan
Lenny Epstein
Gordon Fox
Steve Graham
Devon A. Jones
Lynda Parks Sahadat

Regrets:

Alec Lunn

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 May 25, 2016.

Motion LB-049-2016

Moved By: Lynda Parks Sahadat
Seconded By: Ursula Cattelan

THAT The Library Board accept THE MINUTES as circulated from the Board Meeting of May 25, 2016.

CARRIED

4. Business Arising From the Minutes

5. Report From Committee – Finance

5.1 Cash Disbursements – May 2016

Motion LB-050-2016

Moved By: Devon A. Jones
Seconded By: Gordon Fox

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

May 12, 2016, totaling.....\$ 31,952.70
May 26, 2016, totaling.....\$ 12,530.03
Overall Total..... \$ 44,482.73

CARRIED

5.2 Income Statement – May 2016

Motion LB-051-2016

Moved By: Lynda Parks Sahadat
Seconded By: Lenny Epstein

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

Date 2016	Total Revenue Month	Total Revenue Year to Date	Net Surplus Month	Net Surplus Year to Date
May	\$ 91,802	\$ 500,432	\$ (7,966)	\$ (19,913)

CARRIED

5.3 Accounts for July and August 2016

Motion LB-052-2016

Moved By: Gordon Fox

Seconded By: Ursula Cattelan

THAT The Library Board authorize the Chair and CEO to pay accounts for July and August 2016 as recommended by the Finance Committee and report to The Library Board at the September Board Meeting.

CARRIED

5.4 Next Finance Committee Date

✓ Wednesday, September 28, 3:30 pm, Wellington Branch

6. Report From Committee – Personnel

6.1 Policy HR 110 Code of Conduct

Motion LB-053-2016

Moved By: Lynda Parks Sahadat

Seconded By: Gordon Fox

THAT The Board receive and adopt policy HR 110 as recommended by the Personnel Committee.

CARRIED

6.2 Next Personnel Committee Meeting Date

✓ TBD

7. Report From Committee – Operations & Services Excellence

7.1 Report

Motion LB-054-2016

Moved By: Steven Graham

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 28, 2016, 5 pm

8. CEO Report

8.1 In Camera Session

Motion LB-055-2016

Moved By: Lenny Epstein
Seconded By: Devon A. Jones

THAT The Board move in camera at 11:26 am.

CARRIED

8.2 Move Out of In Camera Session

Motion LB-056-2016

Moved By: Lenny Epstein
Seconded By: Lynda Parks Sahadat

THAT The Board move to come out of camera at 11:35 am.

CARRIED

8.3 Milford Branch Parking

Motion LB-057-2016

Moved By: Lenny Epstein
Seconded By: Devon A. Jones

THAT THE Board authorize the CEO to proceed in conjunction with the municipality of the County of Prince Edward to enter into negotiations of the purchase of 3035 County Road 10 Milford, Ontario, Canada, and further authorize the purchase price maximum to be \$30,000.

CARRIED

8.4 May 2016

Motion LB-057-2016

Moved By: Lenny Epstein
Seconded By: Devon A. Jones

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

CARRIED

9. Correspondence

9.1 Alliban Estate

Motion LB-058-2016

Moved By: Gordon Fox
Seconded By: Lenny Epstein

THAT THE Board receive the correspondence as circulated.

CARRIED

10. Report From Councillors

Motion LB-059-2016

Moved By: Devon A. Jones
Seconded By: Lynda Parks Sahadat

THAT THE Board receive the verbal report from councillors.

CARRIED

11. New Business

11.1 Milford Parking

**11.2 The Marilyn Adams Genealogical Research Centre, MAGRC, 528
County Road 19, Ameliasburgh, Ontario**

12. Other Business

12.1 Annual Report 2015

Motion LB-060-2016

Moved By: Steven Graham
Seconded By: Ursula Cattelan

THAT THE Board accept the version as circulated with amendments and directs the CEO to provide the report by email to Council.

CARRIED

13. Next Meeting Dates

- ✓ Wednesday, September 28, 2016, 4:30 pm, Wellington Branch

14. Adjourn

Motion LB-060-2016

Moved By: Gordon Fox

Seconded By:

THAT this meeting now adjourn at 12:05 pm.



John Ambrose, Chair



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