

COUNTY OF PRINCE EDWARD
PUBLIC LIBRARY BOARD

A meeting of the Library Board was held on Wednesday, October 26, 2016, at 5:20 pm at the Picton Library Branch.

The following Board Members were present:

John Ambrose
Ursula Cattelan
Gordon Fox
Devon A. Jones
Alec Lunn
Lynda Parks Sahadat

Regrets:

Lenny Epstein
Steve Graham

Staff Present:

Barbara Sweet, CEO
Tracy Daley, Office Manager

1. Call to Order

The meeting was called to order at 5:20 pm 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 September 28, 2016.

Motion LB-079-2016

Moved By: Gordon Fox
Seconded By: Ursula Cattelan

THAT THE Library Board accept THE MINUTES as circulated from the Board Meeting of September 28, 2016.

CARRIED

4. Business Arising From the Minutes

4.1 Milford Branch Parking

5. Report From Committee – Finance

5.1 Cash Disbursements – September 2016

Motion LB-080-2016

Moved By: Ursula Cattelan

Seconded By: Alec Lunn

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

September 2, 2016, totaling.....\$ 18,330.95
September 13, 2016, totaling.....\$ 14,354.35
September 30, 2016, totaling.....\$ 6,662.88
Overall Total..... \$ 39,348.18

CARRIED

5.2 Income Statement – September 2016

Motion LB-081-2016

Moved By: Ursula Cattelan

Seconded By: Alec Lunn

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
Sept	\$ 171,252	\$ 951,457	\$ 56,431	\$ 30,404

CARRIED

5.3 Capital Budget Update 2016

Motion LB-082-2016

Moved By: Alec Lunn
Seconded By: Ursula Cattelan

THAT THE Board accept THE Capital Budget 2016 Report as circulated and as recommended by the Finance Committee.

CARRIED

5.4 Capital Budget 2017

Motion LB-083-2016

Moved By: Ursula Cattelan
Seconded By: Alec Lunn

THAT THE Board accept THE Capital Budget 2017 Report as circulated and as recommended by the Finance Committee.

And FURTHER THAT The Board direct The CEO to submit the following items to The County of Prince Edward for consideration and approval of the Capital Budget 2016:

1. FAG 0139 2018 Ameliasburgh: Rear Entrance Upgrade \$ 10,000
2. FAG 0*** 2017 Bloomfield: Roof \$ 10,000
3. FAG 0089 2016 Consecon: Steeple & Tower Repairs \$ 40,000
- Project approved in 2016, project to be completed in the spring of 2017
4. FAG 00** 2020 Consecon: Gallery Refinished \$ 25,000
5. AG 0141 2018 Picton: Accessible Washrooms, new HVAC and relocation, and addition \$ 320,000
6. FAG 0077 2018 Picton: Cultural Centre
7. FAG 0088 2019 Wellington: AC \$ 10,000
8. FAG 0140 2017 Wellington: New Roof \$ 10,000
9. FAG 0140 2020 Wellington: New Roof \$ 10,000
10. FAG 0140 2021 Wellington: New Roof \$ 10,000

CARRIED

5.5 Operating Budget 2017

Motion LB-084-2016

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

THAT THE Board accept THE Operating Budget 2017 Report as circulated and as recommended by the Finance Committee:

Net Increase to CPE \$ 64,973

CARRIED

5.6 Next Finance Committee Date

✓ Wednesday, November 23, 4 pm, Picton Branch

6. Report From Committee – Personnel

6.1 Report

Motion LB-085-2016

Moved By: Lynda Parks Sahadat

Seconded By: Alec Lunn

THAT THE Board receive and adopt LB 115 – Terms of Reference: Governance Committee.

And FURTHER THAT The Personnel Committee now be known as THE GOVERNANCE COMMITTEE.

CARRIED

6.2 Next Personnel Committee Meeting Date

✓ Thursday, November 17, 2016, 5 pm, Picton CEO's Office

7. Report From Committee – Operations & Services Excellence

7.1 Next Operations & Services Excellence Committee Meeting Date

✓ TBD

8. CEO Report

8.1 September 2016

Motion LB-086-2016

Moved By: Gordon Fox

Seconded By: Alec Lunn

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

CARRIED

9. Correspondence

10. Report From Councillors

11. New Business

12. Other Business

13. Next Meeting Dates

✓ Wednesday, November 23, 2016, 5 pm, Picton Branch

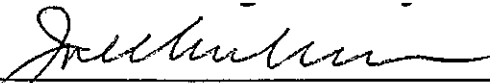
14. Adjourn

Motion LB-087-2016


Moved By: Lynda Parks Sahadat

Seconded By:

THAT this meeting now adjourn at 5:54 pm.



John Ambrose, Chair



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