

COUNTY OF PRINCE EDWARD  
PUBLIC LIBRARY BOARD

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A meeting of the Library Board was held on Wednesday, December 21, 2016, at 4:30 pm at the Picton Library Branch.

The following Board Members were present:

John Ambrose  
Ursula Cattelan  
Lenny Epstein (5 pm)  
Gordon Fox  
Devon A. Jones  
Alec Lunn  
Lynda Parks Sahadat

Regrets:

Steve Graham

Staff Present:

Barbara Sweet, CEO  
Tracy Daley, Office Manager

**1. Call to Order**

The meeting was called to order at 4:30 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 November 23, 2016.

**Motion LB-097-2016**

Moved By: Lynda Parks Sahadat  
Seconded By: Alec Lunn

**THAT THE Library Board accept THE MINUTES as circulated from the Board Meeting of November 23, 2016, with amendments.**

**CARRIED**

**4. Business Arising From the Minutes**

**4.1 Burkart Associates**

✓ pay equity maintenance underway

**5. Report From Committee – Finance**

**5.1 Cash Disbursements – November 2016**

**Motion LB-098-2016**

Moved By: Lynda Parks Sahadat

Seconded By: Gordon Fox

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

**November 10, 2016, totaling.....\$ 31,652.05**  
**November 24, 2016, totaling.....\$ 12,647.43**  
**Overall Total..... \$ 44,299.48**

**CARRIED**

**5.2 Income Statement – November 2016**

**Motion LB-099-2016**

Moved By: Gordon Fox

Seconded By: Ursula Cattelan

**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>Nov</b>	<b>\$ 93,685</b>	<b>\$ 1,141,091</b>	<b>\$ (2,157)</b>	<b>\$ 28,787</b>

**CARRIED**

**5.3 Capital Budget Update 2016**

5.3.1 FAG-00140 \$10,000 Wellington Roof Replacement

5.3.2 FAG-00154 \$10,000 Bloomfield Roof Replacement

5.3.3 EQG-09010 \$7,000 Library Collection (Development Charges)

✓ Projects approved by the County of Prince Edward for 2017

**5.4 Operating Budget 2017 – Approved at Council:**

5.4.1 Net Library to CPE: \$ 1,109,218

**Motion LB-100-2016**

Moved By: Alec Lunn

Seconded By: Ursula Cattelan

**THAT The Board receive and adopt Operating Budget 2017 as recommended by the Finance Committee.**

**CARRIED**

**5.5 Next Finance Committee Date**

✓ Wednesday, January 25, 2017, 4 pm, Picton Branch

**6. Report From Committee – Governance**

**6.1 HR 200 210**

**Motion LB-101-2016**

Moved By: Lynda Parks Sahadat

Seconded By: Alec Lunn

**THAT The Board receive and adopt policy HR 200 210 as recommended by the Governance Committee.**

**CARRIED**

**6.2 Next Governance Committee Meeting Date**

✓ Thursday, January 19, 2017, 10 am, Picton Branch

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

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

✓ TBD

**8. CEO Report**

**8.1** November 2016

**Motion LB-102-2016**

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

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

**CARRIED**

**9. Correspondence**

**Motion LB-103-2016**

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

**9.1** Hastings & PE District School Board, November 28, 2016

**THAT THE Board receive the correspondence as circulated.**

**CARRIED**

**10. Report From Councillors**

**Motion LB-104-2016**

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

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

**CARRIED**

**11. New Business**

**12. Other Business**

**13. Next Meeting Dates**

✓ Wednesday, January 25, 2017, 5 pm, Picton Branch

**14. Adjourn**

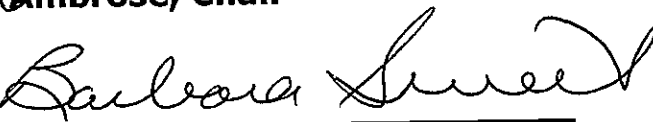
**Motion LB-105-2016**

Moved By: Lenny Epstein

Seconded By:

**THAT this meeting now adjourn at 5:46 pm.**

  
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**John Ambrose, Chair**

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