

COUNTY OF PRINCE EDWARD  
PUBLIC LIBRARY BOARD – GOVERNANCE COMMITTEE

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A meeting of the Committee was held on Thursday, January 19, 2017, at 10 am at the Picton Branch.

The following Board Members were present:

John Ambrose  
Lenny Epstein  
Devon A. Jones  
Lynda Parks Sahadat

Regrets:

Staff Present:

Barbara Sweet, CEO  
Tracy Daley, Office Manager

**1. Call to Order**

The meeting was called to order at 10:08 am by the Chair, Lynda Parks Sahadat.

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

There were no disclosures of pecuniary interest at this time.

**3. Minutes**

**3.1 Minutes of Thursday, December 15, 2016**

Moved By: John Ambrose  
Seconded By: Devon A. Jones

**THAT The Governance Committee accept THE MINUTES as circulated from the meeting of December 15, 2016.**

**CARRIED**

#### **4. Business Arising from the Minutes**

##### **4.1 Update on Lynn Burkart**

##### **4.2 Format for CEO Evaluation**

- evaluation form to be provided to all Board Members with return envelopes
- form to be completed and returned in envelope by Friday, February 10, 2017 (or sent electronically to Committee Chair)
- findings will be collated and reported to the Board Wednesday, February 22, 2017

##### **4.3 IT 105 – Social Media Policy**

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

**THAT The Governance Committee accept IT 105 – Social Media Policy (with amendments).**

**And FURTHER THAT The Governance Committee recommend policy IT 105 to The Board.**

**CARRIED**

#### **5. New Business**

- 5.1** Creation of a Development Committee with the required policies
- ✓ Committee structure to be reviewed at the Board Meeting

#### **6. Other Business**

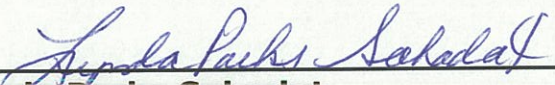
#### **7. Next Meeting Date**

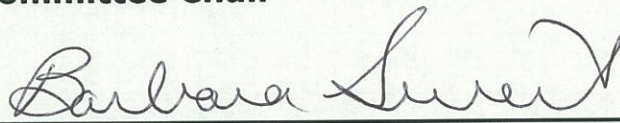
##### **7.1 Governance Committee**

- ✓ Wednesday, February 15, 2017, 10 am, Picton Branch
- All Board Members to be notified – this will be a review of the findings from the CEO Evaluation Form

**8. Adjourn**

**THAT this meeting now adjourn at 11:05 pm.**

  
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**Lynda Parks Sahadat,**  
**Committee Chair**

  
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**Barbara Sweet**  
**CEO**