

COUNTY OF PRINCE EDWARD
PUBLIC LIBRARY BOARD

A meeting of the Library Board was held on Wednesday, March 23, 2016, at 4:35 pm at the Picton Branch.

The following Board Members were present:

John Ambrose
Lenny Epstein
Gordon Fox
Steve Graham
Devon A. Jones

Regrets:

Ursula Cattelan
Alec Lunn
Lynda Parks Sahadat

Staff Present:

Barbara Sweet, CEO

1. Call to Order

The meeting was called to order at 1 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 February 26, 2016.

Motion LB-026-2016

Moved By: Gordon Fox
Seconded By: Lenny Epstein

THAT The Library Board accept THE MINUTES as circulated from the Board Meeting of February 26, 2016.

CARRIED

4. Business Arising From the Minutes

- 4.1 Thank you cards to the library staff
- 4.2 Staff Appreciation evening

5. Report From Committee – Finance

- 5.1 Cash Disbursements – February 2016

Motion LB-027-2016

Moved By: Devon A. Jones
 Seconded By: Steve Graham

THAT The Board accept THE Disbursements Summary Report as circulated.

February 4, 2016, totaling.....\$ 48,843.03
February 18, 2016, totaling.....\$ 6,708.37
Overall Total..... \$ 55,551.40

CARRIED

5.2 Income Statement – February 2016

Motion LB-028-2016

Moved By: Lenny Epstein
 Seconded By: Gordon Fox

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

Date 2015	Total Revenue Month	Total Revenue Year to Date	Net Surplus Month	Net Surplus Year to Date
February	\$ 91,226	\$ 185,198	\$ (4,063)	\$ (3,217)

CARRIED

5.3 Next Finance Committee Date

- ✓ Wednesday, April 28, 3:30 pm, Picton Branch

6. Report From Committee – Personnel

6.1 Policy

Motion LB-029-2016

Moved By: Lenny Epstein
Seconded By: Steve Graham

THAT The Board receive and adopt policies LA 126 – Video Surveillance Policy, LA 127 – Business Continuity Policy as recommended by the Personnel Committee.

CARRIED

6.2 Next Personnel Committee Meeting Date

✓ Friday, April 22, 2016, 1 pm, CEO's Office, Picton

7. Report From Committee – Operations & Services Excellence

7.1 Report

✓ Tour the Picton Town Hall and Fire Station, Tuesday, March 22, 2016, 2 pm, meet upstairs

Motion LB-030-2016

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

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, April 19, 2016, 2 pm, CEO's Office, Picton Branch

8. CEO Report

8.1 February 2016

Motion LB-031-2016

Moved By: Steve Graham
Seconded By: Gordon Fox

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

CARRIED

9. Correspondence

10. Report From Councillors

Motion LB-032-2016

Moved By: Devon A. Jones

Seconded By: John Ambrose

THAT THE Board receive the verbal report from councillors.

CARRIED

11. New Business

12. Other Business

13. Next Meeting Dates

✓ Wednesday, April 27, 2016, 4:30 pm, Picton Branch

14. Adjourn

Motion LB-033-2016

Moved By: Steve Graham

Seconded By:

THAT this meeting now adjourn at 5:52 pm.

John Ambrose, Chair

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