

COUNTY OF PRINCE EDWARD
PUBLIC LIBRARY BOARD

A meeting of the Library Board was held on Wednesday, January 28, 2018, at 5 pm at the Picton Library Branch.

The following Board Members were present:

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

Regrets:

Gordon Fox
Alec Lunn

Staff Present:

Barbara Sweet, CEO
Tracy Daley, Office Manager

Guest Present:

Alexandra Bake, Honorary Chair, Fundraising Committee

1. Call to Order

The meeting was called to order at 5 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. Introduce Alexandra Bake

Alexandra Bake, Honorary Chair, Fundraising Committee

4. Minutes

- 4.1** Library Board Minutes from the meeting held on December 20, 2017.

Motion LB-001-2018

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

THAT THE Library Board accept THE MINUTES as circulated from the Board Meeting of December 20, 2017.

CARRIED

5. Business Arising From the Minutes

6. Report From Committee – Finance

- 6.1** Next Finance Committee Date
- ✓ ~~Wednesday, February 28, 2018, 4 pm, Picton Branch~~
 - ✓ Wednesday, March 28, 2018, 4 pm, Picton Branch

7. Report From Committee – Governance

7.1 Report

Motion LB-002-2018

Moved By: Lynda Sahadat Parks
Seconded By: Steve Graham

THAT THE Board receive the verbal report from the Governance Committee.

CARRIED

Highlights

- Lynn Burkart Report – further information needed from CPE

- 7.2** Next Governance Committee Meeting Date
- ✓ Wednesday, February 21, 2018, 10 am, Picton Branch
 - ✓ Wednesday, March 21, 2018, 10 am, Picton Branch

8. Report From Committee – Operations & Services Excellence

8.1 Report

Motion LB-003-2017

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

THAT THE Board receive the verbal report from the Operations & Service Excellence Committee.

CARRIED

Highlights

- Fundraising Committee – Alexandra Bake, Honorary Chair
- Brian Clark met with structural engineer
- The merits of a project manager, not necessary for the size of project
- The merits of a staged build, overall not any savings to budget
- Tender process, permits, Brian Clark to proceed
- Continue updates with CPE, further investigation of development charges and implications with new by-law
- Open communication with Heritage Committee

8.2 Next Operations & Services Excellence Committee Meeting Date

- ✓ Friday, February 9, 2018, 10 am, Picton Branch

9. CEO Report

9.1 December 2017

Motion LB-004-2018

Moved By: Lenny Epstein
Seconded By: Lynda Parks Sahadat

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

CARRIED

10. Correspondence

11. Report From Councillors

Motion LB-005-2018

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

THAT THE Board receive the verbal report from councillors.

CARRIED

Highlights

- Development Charges Meeting, January 26, 2018, 9:30 am
- Development Charges Meeting, February 7, 2018, 7 pm

12. New Business

12.1 Preliminary Draft 2017 Annual Report

Highlights

- Send ideas, additions, revisions to CEO

13. Other Business

14. Next Meeting Dates

- ✓ Wednesday, February 28, 2018, 5 pm, Picton Branch

15. Adjourn

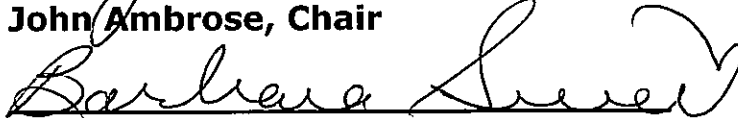
Motion LB-006-2017

Moved By: Devon A. Jones
Seconded By:

THAT this meeting now adjourn at 6:05 pm.



John Ambrose, Chair



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