

MINUTES

The County of Prince Edward Public Library Board

Thursday, March 28, 2024

10:30 AM

Picton Branch Board Room

Present: Dawn Cutler, Andrew Faulkner, Elizabeth Grove-White, John Hirsch, Devon Jones, Lari Langford, Kate MacNaughton, Sandy Murray, Jan Nightingale, Maimu Schaar

Staff Present: Barbara Sweet

- 1. Call to Order:** The meeting was called to order at 10:30 AM by Chair Devon Jones.
- 2. Motion to Approve the Agenda:** Moved by Dawn Cutler and seconded by Jan Nightingale to confirm the agenda as circulated. Carried
- 3. Minutes of the February 29, 2024 meeting:** Moved by Sandy Murray and seconded by Jan Nightingale that the minutes of the February 29, 2024 meeting be approved. Carried
- 4. Business Arising from the Minutes:** No business arising from the minutes.
- 5. Finance:** Chair of Finance Sandy Murray presented the financial reports for January and February 2024. Moved by Jan Nightingale and seconded by Dawn Cutler to approve the January and February Financial Reports as presented. Carried
- 6. Governance Committee Report:** Chair of Governance Jan Nightingale reported that the committee had reviewed policies OP 07,08,09,10,11, and 16 and recommended those policies for approval by the Board. Moved by Dawn Cutler and seconded by Lari Langford to approve policies OP 07, 08,09,10, 11, and 16 as recommended by the Governance Committee. Carried
- 7. A) CEO's Report January and February 2024:** Moved by Jan Nightingale and seconded by Andrew Faulkner to receive the CEO's Report for January and February 2024. Carried
- 8. Councillors Report:** Councillor MacNaughton reported that the County is looking for additional accessible parking spots on Main Street. The closest spot to the library is proposed for in front of Crepe Escape. Motion to receive Councillor's Report: Moved by Lari Langford and seconded by Jan Nightingale to receive the verbal report from Councillor MacNaughton. Carried
- 9. Correspondence:** The County Foundation, March 22, 2024 informed the library of a donation of \$16,786.00 from the Elderberry Fund. Motion to receive the correspondence from The County Foundation dated March 22, 2024: Moved by Dawn Cutler and seconded by Sandy Murray to receive the correspondence from the County Foundation dated March 22, 2024. Carried.
- 10. Other Business:** Annual Report 2024: Moved by John Hirsch and seconded by Sandy Murray to approve the Annual Report 2024 for circulation. Carried

The request for a deputation was discussed. As the board currently has no guidelines to address such requests, the Governance Committee was asked to add this item to the next Governance Committee agenda and report back to the Board. Moved by Sandy Murray and seconded by Andrew Faulkner to refer the question of deputations to the Governance Committee. Carried

- 11. Motion to enter In Camera Session to consider the following items, pursuant to the Public Libraries Act, s.16.1:** In Camera report on matters related to labour relations and matters relating to an identifiable individual. Moved by Jan Nightingale and seconded by John Hirsch to go In Camera at 11:22 AM. Carried
- 12. Motion to come out of In Camera session:** Moved by Kate MacNaughton and seconded by John Hirsch to come out of In Camera session. Carried.
- 13. Motion to receive report from Governance Chair Jan Nightingale about an identifiable individual.** Moved by Jan Nightingale and seconded by Dawn Cutler to accept the report by the Chair of the Governance Committee, Jan Nightingale. Carried
- 14. Motion to receive the report by Lari Langford regarding labour relations:** Moved by Andrew Faulkner and seconded by Sandy Murray to receive the report on labour relations. Carried.
- 15. Next Meeting Date:** April 25, 2024, 10:30 at the Picton branch.
- 16. Motion to Adjourn:** Moved by Andrew Faulkner to adjourn the meeting at 12:05 AM