



PARRY SOUND PUBLIC LIBRARY BOARD MEETING

Wednesday, May, 2024 @ 9:00 a.m.

PRESENT: Susan Murphy – Vice Chair, Carling Township Rep., Joe Ryman, Municipality of McDougall Rep., Doug McCann, Town of Parry Sound Council Rep., Stephen Heder, Jonathan Baxter, Karen Walker

Regrets: Tom Lundy – Chair, Archipelago Rep., Sandy Bishop, Alhan Rahimi

STAFF: Selena Martens, C.E.O., Rolanda Fraser, Manager, Collections & Community Engagement

1. CALL TO ORDER at 9:00 a.m.

2. APPROVAL OF AGENDA

Motion #2024 – 257

That we, the Parry Sound Public Library Board, accept the May 08, 2024, agenda, as circulated to all members to be approved.

Moved by: D. McCann seconded by S. Heder

Carried

3. DECLARATIONS OF CONFLICTS OF INTEREST – None

4. APPROVAL OF CONSENT AGENDA:

Motion #2024 – 258

That we, the Parry Sound Public Library Board, approve the May 08, 2024, consent agenda, including the Minutes of the Meeting of April 10, 2024, as circulated to all members to be approved.

Moved by: J. Ryman and seconded by D. McCann

Carried

4.1 Minutes:

- a) Minutes of Meeting April 10, 2024

4.2 Correspondence – None.

5. IN-CAMERA SESSION - NOT NECESSARY

6. NEW BUSINESS AND ITEMS FOR DISCUSSION

6.1 2024 Budget – reduction from the Town of Parry Sound

The possibility of approaching the contracting municipalities for additional funding was discussed, as was the possibility of withdrawing a larger sum from the One Investment. The CEO was directed to summarize the discussion and the Board's options for the following meeting.

6.2 Quotes for Architect Consultation

Accessibility in the library was discussed by the Board. The CEO was directed to ask other organizations if they would share their installation and annual costs for elevators/lifts maintenance. The CEO was asked to return with a report including this data, as well as a report on the programming which takes place in the auditorium, the

feasibility of running those programs on the main level, and community feedback. The CEO was also asked to include information on possible revenue resulting from an accessible auditorium.

Options such as partnerships with outside organizations to provide accessible space for library programming, and extending the main floor of the library building were also discussed.

7. UNFINISHED BUSINESS:

7.1 Policy Review

Motion #2024-261

That we, the Parry Sound Public Library Board, accept and approve the review of the following policies:

OP-12 Circulation

OP-25 Proctoring Policy

OP-26 Handling Returned Materials During a Viral Pandemic

OP-28 Curbside Pick-Up

OP-29 Records Retention

VOL-01 Volunteer Policy

VOL-02 Recruitment and Assignment

VOL-03 Responsibilities of Volunteers

FR-01 Fundraising Policy

Moved by J. Ryman and seconded by K. Walker

Carried

7.2 Multi-Year Accessibility Plan

Motion #2024-262

That we, the Parry Sound Public Library Board, accept and approve the Parry Sound Public Library: Multi-Year Accessibility Plan 2024-2028 as presented.

Moved by: J. Baxter and seconded by D. McCann

Carried

The CEO was directed to investigate the number of required accessible parking spaces under the AODA.

8. FINANCIAL STATEMENTS:

Motion #2024 – 263

That we, the Parry Sound Public Library Board, accept and approve the Treasurer's Report of disbursements as presented, from March 01 to March 31, 2023, in the amount of \$42,478.60.

Moved by S. Heder and Seconded by D. McCann

Carried

9. CEO REPORT:

The Library Board received the CEO's report.

10. OTHER DISCUSSION:

The CEO was asked to investigate the zoning status of the Library.

NEXT MEETING AND ADJOURNMENT –

Motion #2024-264

That we, the Parry Sound Public Library Board, accept a motion to adjourn the board meeting at 10:15 a.m.

Moved by J. Baxter and seconded by S. Heder

Carried

Next meeting Wednesday, June 12, 2024 @ 9:00 a.m. @ The Library