



PARRY SOUND PUBLIC LIBRARY BOARD MEETING

Wednesday, September 11, 2024 @ 9:00 a.m.

PRESENT: Tom Lundy – Chair, Archipelago Rep., Susan Murphy – Vice Chair, Carling Township Rep., Doug McCann, Town of Parry Sound Council Rep., Joe Ryman, Municipality of McDougall Rep., Jonathan Baxter, Stephen Heder, Sandy Bishop, Karen Walker (attending via ZOOM)

Regrets: 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 – 271

That we, the Parry Sound Public Library Board, accept and approve the September 11, 2024, agenda, as circulated to all members to be approved.

Moved by: S. Bishop seconded by S. Murphy

Carried

3. DECLARATIONS OF CONFLICTS OF INTEREST – None

4. APPROVAL OF CONSENT AGENDA:

Motion #2024 – 272

That we, the Parry Sound Public Library Board, approve the September 11, 2024, consent agenda, including the Minutes of the Meeting of June 12, 2024, and correspondence, as circulated to all members to be approved.

Moved by: S. Heder and seconded by S. Bishop

Carried

4.1 Minutes:

- a) Minutes of the Meeting of June 12, 2024.

4.2 Correspondence –

- a) Letter of Support from Parry Sound Community Living
- b) Letter of Support from the Muskoka-Parry Sound Canadian Mental Health Association
- c) Email from Danielle Monroe, Individualized Services Co-ordinator for Community Living
- d) Letter of Support from the Parry Sound Downtown Business Association
- e) Mark Vandermeer, Town of Parry Sound Chief Building Official re: Building Code/Accessibility

5. IN-CAMERA SESSION - NOT NECESSARY

6. NEW BUSINESS AND ITEMS FOR DISCUSSION

6.1 Library Accessibility Report

Motion #2024 – 273

That we, the Parry Sound Public Library Board receive the CEO’s Library Accessibility Report.

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

Carried

Motion #2024-274

That we, the Parry Sound Public Library Board, accept the proposal by FAD Architects at the cost of \$4,355.00 for an architectural consultation. The CEO is directed to follow up with the architect.

Moved by: S. Bishop and seconded by J. Ryman.

Carried

6.2 Term Length for Chair of Library Board

The current Chair raised the proposal of amending the Board’s governance policies so that the Library Board Chair would be elected on an annual basis. This proposal was accepted by the Board and a new version of policy *BL-02: Composition of the Board* and *BL-03: Terms of Reference of the Officers* shall be drafted for the next Board Meeting.

6.3 2023 Surplus

Motion #2024-275

That we, the Parry Sound Public Library Board, approve the transfer of \$56,811 (2023 Surplus) to the Capital Reserve in Bank Account #7306113.

Moved by: S. Heder and seconded by S. Bishop

Carried

6.4 Policies Review – Foundational Policies

Motion #2024-276

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

- FN-01 Mission Statement - as amended.
- FN-02 Vision Statement
- FN-03 Statement of Values
- FN-04 Intellectual Freedom
- FN-05 Respect and Acknowledgement Declaration
- OP-08 Meeting Rooms

Moved by: J. Ryman and seconded by S. Bishop

Carried

7. UNFINISHED BUSINESS:

None.

8. FINANCIAL STATEMENTS:

Motion #2024 – 277

That we, the Parry Sound Public Library Board, accept and approve the Treasurer’s Report of disbursements as presented, from May 01 to May 30, 2024, in the amount of \$38,320.58.

Moved by S. Murphy and Seconded by D. McCann

Carried

Motion #2024 – 278

That we, the Parry Sound Public Library Board, accept and approve the Treasurer’s Report of disbursements as presented, from June 01 to June 30, 2024, in the amount of \$192,565.12.

Moved by S. Heder and Seconded by D. McCann

Carried

Motion #2024 – 279

That we, the Parry Sound Public Library Board, accept and approve the Treasurer’s Report of disbursements as presented, from July 01 to July 31, 2024, in the amount of \$59,642.13.

Moved by S. Bishop and Seconded by J. Ryman

Carried

Stephen Heder left the Library Board Meeting at 9:56 a.m.

9. CEO REPORT:

The Library Board received the CEO’s report.

10. OTHER DISCUSSION:

Doug McCann and Joe Ryman suggested investigating the possibility of grants for improved security.

Board Chair directed the CEO to include discussion on 2025 meeting dates at the November meeting.

NEXT MEETING AND ADJOURNMENT –

Motion #2024-280

That we, the Parry Sound Public Library Board, accept a motion to adjourn the Board Meeting at 10:32 a.m.

Moved by D. McCann and seconded by J. Ryman

Carried

Next meeting Wednesday, October 09, 2024, 9:00 a.m. @ The Library (2025 Draft Budget Meeting)