



PARRY SOUND PUBLIC LIBRARY BOARD MEETING

Wednesday, October 09, 2024 @ 9:00 a.m.

PRESENT: Tom Lundy – Chair, the Township of The Archipelago Rep., Susan Murphy – Vice Chair, Carling Township Rep., Doug McCann, Town of Parry Sound Council Rep., Joe Ryman, Municipality of McDougall Rep., Sandy Bishop, Karen Walker, Alhan Rahimi

Regrets: Jonathan Baxter, Stephen Heder

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 – 281

That we, the Parry Sound Public Library Board, accept and approve the October 09, 2024, agenda, as circulated to all members to be approved.

Moved by: J. Ryman seconded by S. Bishop

Carried

3. DECLARATIONS OF CONFLICTS OF INTEREST – None

4. APPROVAL OF CONSENT AGENDA:

Motion #2024 – 282

That we, the Parry Sound Public Library Board, approve the October 09, 2024, consent agenda, including the Minutes of the Meeting of September 11, 2024, and correspondence, as circulated to all members to be approved.

Item 7.1 added under Unfinished Business – “7.1. Update from Architect.”

Moved by: S. Murphy and seconded by A. Rahimi

Carried

4.1 Minutes:

- a) Minutes of the Meeting of September 11, 2024.

4.2 Correspondence –

- a) Brenda Ryan – FAD Architects
- b) Melaney McFadden – Cost of Living Increase

5. IN-CAMERA SESSION

Motion #2024-283

The we, the Parry Sound Public Library Board, do now go into closed session at 9:07 a.m. for discussion of labour relations or employee negotiations and to discuss matters about an identifiable individual.

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

Carried

Motion #2024 - 286

That we, the Parry Sound Public Library Board, do now move out of closed session at 9:38 a.m.

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

Carried

Ratifying matters discussed in closed session:

Motion #2024 – 287

That we, the Parry Sound Public Library Board, approve a cost-of-living-adjustment (COLA) increase of 3% to all employees’ hourly wage/salary, effective January 01, 2024 and direct the CEO to issue their retroactive pay to January 01, 2024 on October 15, 2024.

Moved by: J. Ryman and seconded by A. Rahimi

Carried

Motion #2024 – 288

That we, the Parry Sound Public Library Board, approve a cost-of-living- adjustment (COLA) increase of 3.25% to all employees’ hourly wage/salary, effective January 01, 2025.

Moved by: S. Murphy and seconded by K. Walker

Carried

6. NEW BUSINESS AND ITEMS FOR DISCUSSION

6.1 2025 Library Budget

Motion #2024-289

That we, the Parry Sound Public Library Board, accept and approve the 2025 Library Budget.

Moved by: D. McCann and seconded by S. Murphy

Carried

6.2 Policy Review – BL-02: Composition of the Board and BL-03: Terms of Reference of the Officers

Motion#2024-290

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

BL-02: Composition of the Board

BL-03: Terms of Reference of the Officers

Moved by: K. Walker and seconded by A. Rahimi

Carried

7 UNFINISHED BUSINESS

7.1 Update from Architect

Brenda Ryan of FAD Architects has reached out to set up the initial meeting with Library Board members and/or the CEO as the first step in the Accessibility Study. The CEO and Manager were directed to follow-up with Brenda and to invite interested/available board members when the meeting date was determined.

7. FINANCIAL STATEMENTS:

Motion #2024 – 291

That we, the Parry Sound Public Library Board, accept and approve the Treasurer’s Report of disbursements as presented, from August 01 to August 31, 2024, in the amount of \$39,554.64.

Moved by S. Bishop and seconded by K. Walker

Carried

8. CEO REPORT:

The Library Board received the CEO’s report.

9. OTHER DISCUSSION:

Library Staff were asked to schedule the deputations to the Town of Parry Sound and contracting municipalities in December 2024/January 2025.

Library Staff were asked to set the Library Board meeting dates for 2025, in keeping with the 2024 meeting schedule.

The CEO was directed to add the following clause to the Library Auditorium Rental Agreement:
“If alcohol is discovered on the premises, the Ontario Provincial Police will be contacted immediately.”
A refundable damage deposit amount was to be added to the rental form.

NEXT MEETING AND ADJOURNMENT –

Motion #2024-292

That we, the Parry Sound Public Library Board, accept a motion to adjourn the Board Meeting at 10:05 a.m.

Moved by J. Ryman and seconded by S. Murphy

Carried

Next meeting Wednesday, November 13, 2024, 9:00 a.m.