

*Parry Sound
Public Library*



MINUTES OF THE MEETING OF May 15, 2017

Present: Terry Zanussi, Susan Murphy, Nicole Pullbrook, Jim Marshall, Colleen O'Hare

Regrets: Stephen Heder

Staff Present: Andrea Gaspar, Selena Martens

The Parry Sound Public Library Board met Tuesday, May 15, 2017 at the Parry Sound Public Library at 9:00 a.m.

1. CALL TO ORDER

The meeting was called to order at 9:00 a.m.

2. APPROVAL OF AGENDA

RESOLUTION:

MOVED by Jim Marshall and SECONDED by Nicole Pullbrook to approve the Agenda.

CARRIED

3. DECLARATION OF ANY PECUNIARY INTEREST

None declared.

4. MINUTES

RESOLUTION:

MOVED by Jim Marshall and SECONDED by Nicole Pullbrook that the Minutes of the Board meeting held on April 18, 2017 be adopted.

CARRIED

5. UNFINISHED BUSINESS

None at this time.

6. NEW BUSINESS

(i) Union Gas

RESOLUTION:

MOVED by Susan Murphy and SECONDED by Trevor Hill that the CEO be directed to request a loan from the Town of Parry Sound in the amount of \$15,000 to fund the cost of the Union Gas compliance repairs.

CARRIED

RESOLUTION:

MOVED by Jim Marshall and SECONDED by Nicole Pullbrook that the CEO be directed to address the work needed to comply with the Union Gas Violations and that the Procurement Policy be suspended for this matter. CARRIED

(ii) Christmas Hours

RESOLUTION:

MOVED by Trevor Hill and SECONDED by Susan Murphy that the Christmas hours for the library will be: Closed between December 24, 2017 and January 1, 2018. CARRIED

7. CORRESPONDENCE

- i. Email from Justine Maalouf dated May 4, 2017 to Norm Miller and copied to the Board.
- ii. Email from Bev Ferris at Incon dated May 8, 2017 re: ladder costs.
- iii. Letter from Union Gas with attachments dated May 8, 2017 re: Inspection.
- iv. Email from Kevin Kinnerty with MTCS dated April 27, 2017 re: Update on Public Library Funding Review.
- v. Email for Adam Haviaras dated April 26, 2017 re: Annual Survey.
- vi. Resolution form the Town of Parry Sound appointing Trevor Hill dated April 18, 2017.

8. FINANCIAL REPORTS

RESOLUTION:

MOVED by Jim Marshall and SECONDED by Nicole Pullbrook that the Accounts Payable in the amount of \$36,698.74 for February 2017 and in the amount of &34,007.51 for March 2017 be approved.

CARRIED

RESOLUTION:

MOVED by Susan Murphy and SECONDED by Trevor Hill that the Revenue and Expenditure Reports for February and March 2017 be received. CARRIED

9. CHIEF EXECUTIVE OFFICER'S REPORT

RESOLUTION:

MOVED by Jim Marshall and SECONDED by Nicole Pullbrook that the CEO Report be received. CARRIED

10. OTHER REPORTS

11. MONITORING THE PROGRESS OF THE LIBRARY'S STRATEGIC PLAN

The work of the Strategic Plan was reviewed, discussed and modified with the documentation to be sent to Steven Kraus at OLS-N for feedback.

12.POLICY REVIEW AND UPDATES

RESOLUTION:

MOVED by Jim Marshall and SECONDED by Trevor Hill that the HR Policies HR-01, HR-02, HR-03 and HR-04 be approved. CARRIED

13.CLOSED SESSION

No Closed Session.

13. NEXT MEETING & ADJOURNMENT

RESOLUTION:

MOVED by Jim Marshall and SECONDED by Susan Murphy that the meeting be adjourned to Tuesday, June 20, 2017 at 9:00 a.m. at the Parry Sound Public Library. CARRIED



Terry Zanussi, Chair



Andrea Gaspar, C.E.O.