



Parry Sound Public Library Board Minutes

Tuesday, November 21, 2017 at 9:00 a.m. @

Parry Sound Public Library

Members Present: Terry Zanussi, Jim Marshall – Council Rep. Parry Sound, Susan Murphy – Council Rep. Carling Town, Nichole Pullbrook – Rep. McDougall, Nora Alexander

Regrets: Colleen O’Hare

Staff Present: Rita Orr, C.E.O.

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

2.0 Approval of agenda:

Motion #2017 – 37

We the Parry Sound Public Library Board, accept the November 21 , 2017 agenda, as circulated to all members to be approved, as amended

Moved by: J. Marshall and seconded by N. Pullbrook

Carried

3.0 Declaration of any Conflicts of Interest – None

4.0 Adopt minutes from October 17, 2017

Motion #2017-38

That we the Parry Sound Public Library Board, accept the minutes from October 17, 2017 as presented to all board members be approved as amended.

Moved by N. Pullbrook and seconded by Stephen Heder

Carried

5.0 Unfinished Business:

5.1 2018 Draft Budget

Motion 2017-39

That we the Parry Sound Public Library Board, accept the Draft 2018 Budget as amended, as circulated to all members be approved and to be presented to the Town of Parry Sound Council.

Moved by N. Alexander and seconded by N. Pullbrook

Carried

5.2 2018 Budget Presentation:

R. Orr discussed her presentation which she would like to present to the Town of Parry Sound Council, McDougall Council, Archipelago Council, and Carling Council. The Board approved.



5.3 Local Operating Support per Capita from OLA – North

R. Orr showed the graph once again to the Board for discussion regarding other Library amounts of their Local Operating Support per Capita these are the latest from 2015. Parry Sound is at \$26.12, where other Libraries are much higher. R. Orr mentioned that it could be a three year plan to increase this upon Council approval.

5.4 Litigation Business – was discussed and R. Orr C.E.O. was directed by the Library Board to look review this matter with the Library Insurance Company. It was also discussed that R. Orr be directed to obtain legal advice for the C.C. Johnson Bequest.

6.0 New Business

6.1 Museum Partnership with Parry Sound Public Library

Motion 2017-40

That we the Parry Sound Public Library Board, approve the partnership with the Parry Sound Museum to extend part of the collection of the Parry Sound Public Library Historical Collection to the Parry Sound Museum, under the direction of the Parry Sound Public Library C.E.O.

Moved by: S. Heder and seconded by N. Alexander

Carried

6.2 New Policies:

Motion #2017-41

We the Parry Sound Public Library Board accept the following:

Policy #OP-21 Communication Policy as circulated to all members be approved.

Moved by: N. Pullbrook and seconded by: J. Marshall

Carried

Motion #2017-42

We the Parry Sound Public Library Board accept the following:

Policy #OP-22 Fundraising Policy as circulated to all members, be approved as amended.

Moved by J. Marshall and seconded by S. Murphy

Carried

6.3 D.F.S. Investments – G.I.C. Renewal

Motion #2017-43

That we the Parry Sound Public Library Board; approve to leave the GIC at the DFS Investments, Entegra C.U. 1 Year Compound Annual #4052202 SDOPEN maturing on December 15, 2017, as circulated to all members be approved.

Moved by: J. Marshall and seconded by S. Heder

Carried

Motion #2017-44

That we the Parry Sound Public Library Board; approve to leave the GIC at the DFS Investments, Entegra C.U. 1 Year Compound Annual #110280637726 SDOPEN maturing on December 9, 2017, as circulated to all members be approved.

Moved by: S. Murphyl and seconded by N. Pullbrook

Carried

6.4 Accessibility – New Accessibility Reception Desk and Web site

R. Orr discussed the compliance for A.O.D.A. regarding that the Parry Sound Public Library needs an accessible reception desk and a work area for staff. She is hoping a grant will cover some of the cost. She has had quotes from suppliers. The quotes are approximately \$10,000.00 The funding would also come from some of the fundraising events which is planned for 2018.

R. Orr reported that the Parry Sound Public Library web site will be worked on to follow the A.O.D.A. compliance. A staff member Cayla Norrie, will be assisting in this matter.

7.0 Correspondence:

7.1 Letter from Tamara Cunningham – Community Living Parry Sound

The issue with the disability parking spot has been an issue for a few years now.

R. Orr will investigate to see if the grass area can be paved to make the disable parking spot easier to get into vehicles.

It was also discussed about the lighting in the Market Square, the Board agreed that there should be more lighting for the public and staff regarding health and safety.

7.2 Spotlight on Ontario Public Libraries – A review in what’s happening in Libraries

7.3 Accessibility Rules for Public Libraries – A review in what Libraries need to comply to for A.O.D.A. with 1 – 49 Employees and under the accessibility standards in Ontario.

8.0 Financial Reports from October to November 15, 2017

Motion #2017-45

We the Parry Sound Public Library Board accept the Treasurer’s report of Disbursements as presented from October 2017 to November 15, 2017 for the amount of \$58,416.86 as presented, be approved.

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

Carried

9.0 Chief Executive Officer’s Report:

R. Orr reported that she will enquire about a consultant to assist the Library Board with the Pay Equity review which needs to take place in 2018 There are many priority items which the Board needs to address in the next year, such as pay equity and completing A.O.D.A. compliances for



staff training and board members and furnishings to be replaced to meet the requirements and also the accessible washroom.

10.0 Other Reports – Children’s/Program Department Report – Deferred to next month

11.0 Other Business:

It was discussed that there should be recognition of donor plaque put into the library. S. Murphey mentioned that the Friends of the Library donated the Lego Wall in the Library and there has not been any acknowledgment put forth for this project. R. Orr will look into the matter and order a plaque and hang up beside the Lego Wall. R. Orr will search out some ideas for this project and agrees this will be a positive avenue for all. Nora Alexander mentioned that we can be creative with ideas for a donor acknowledgement wall.

12.0 Closed Session – Not Necessary

13.0 Motion #2017-46

That we the Parry Sound Public Library Board, accept a motion to adjourn at 10:35 a.m.

Moved by J. Marshall and seconded by S. Heder

Carried

Next regular meeting is on January 16, 2018 @ 9:00 a.m. @ Parry Sound Public Library

Terry Zanussi –Chair

Rita Orr, C.E.O. Secretary/Treasurer