

*Parry Sound  
Public Library*



## MINUTES OF THE MEETING OF October 18, 2016

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

Regrets: Keith Saulnier, Merry Bridges

Staff Present: Andrea Gaspar, Selena Martens

The Parry Sound Public Library Board met Tuesday, October 18, 2016 at the Parry Sound Public Library at 8:45 a.m.

### 1. CALL TO ORDER

The meeting was called to order at 8:48 a.m.

### 2. APPROVAL OF AGENDA

#### RESOLUTION:

MOVED by Colleen O'Hare and SECONDED by Susan Murphy to approve the Agenda as amended to add under **7. Correspondence: iv. Correspondence from Trevor Pinn re RFP for Auditor dated October 13, 2016; v. Correspondence from Kim Campbell re GICs dated October 17, 2016; vi. Correspondence from Merry Bridges Re: research dated October 16, 2016.**

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 September 20, 2016 be adopted.

CARRIED

### 5. UNFINISHED BUSINESS

None.

### 6. NEW BUSINESS

#### i. Budget

The library Budget for 2017 was reviewed and discussed and tabled to be brought forward with amendments at a Special Meeting of the Board on Thursday, October 20, 2016 at 8:30 a.m.

## 7. CORRESPONDENCE

i. Letter from Colleen O'Hare dated October 6, 2016 re leave of absence.

### **RESOLUTION:**

MOVED by Jim Marshall and SECONDED by Susan Murphy that the Parry Sound Public Library Board grant Colleen O'Hare an extended leave of absence from her position as board member from November 2016 to April 2017. CARRIED

ii. Correspondence from OLA dated September 16, 2016 re Advocacy Alert.

iii. Correspondence from Jennifer Marriott re YIP 2016-2017 Call for Applications.

### **RESOLUTION:**

MOVED by Nicole Pullbrook and SECONDED by Jim Marshall that the C.E.O. be directed to apply for an Intern under the Youth Internship Program. CARRIED

iv. Correspondence from Trevor Pinn re RFP for Auditor dated October 13, 2016

v. Correspondence from Kim Campbell re GICs dated October 17, 2016;

### **RESOLUTION:**

MOVED by Jim Marshall and SECONDED by Susan Murphy that the C.E.O. be directed invest \$108,986.14 into the One Investment Fund with the Town of Parry Sound and invest \$52,483.47 in a GIC for a one year term with Kim Campbell, Desjardin Financial. CARRIED

vi. Correspondence from Merry Bridges Re: research dated October 16, 2016.

## 8. FINANCIAL REPORTS

### **RESOLUTION:**

MOVED BY Jim Marshall and SECONDED by Nicole Pullbrook that the Accounts Payable in the amount of \$33,926.72 for September 2016 be approved. CARRIED

### **RESOLUTION:**

MOVED by Jim Marshall and SECONDED by Susan Murphy that the Revenue and Expense Report for September 2016 be received. CARRIED

## 9. CHIEF EXECUTIVE OFFICER'S REPORT

### **RESOLUTION:**

MOVED by Nicole Pullbrook and SECONDED by Colleen O'Hare that the CEO Report be received. CARRIED

## 10. OTHER REPORTS

## 11. OTHER BUSINESS

**12. CLOSED SESSION**

**RESOLUTION:**

MOVED by Nicole Pullbrook and SECONDED by Colleen O'Hare that the Board will move into Closed Session to deal with personal matters about an identifiable individual. CARRIED

**13. NEXT MEETING & ADJOURNMENT**

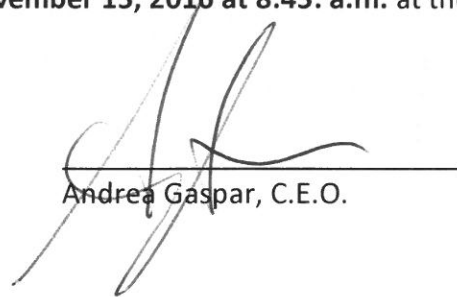
**RESOLUTION:**

MOVED by Jim Marshall and SECONDED by Nicole Pullbrook that the meeting be adjourned.

The Board will hold a special meeting at the Parry Sound Public Library on Thursday, October 20, 2016 to discuss the 2017 Budget.

The next regular Board Meeting: **Tuesday, November 15, 2016 at 8:45: a.m.** at the Parry Sound Public Library.

  
Terry Zanussi, Chair

  
Andrea Gaspar, C.E.O.