

*Parry Sound
Public Library*



MINUTES OF THE MEETING OF June 24, 2014

Present: Susan Murphy, Terry Zanussi, Gillian Wallace, Alison Scarrow, Bonnie Keith, Rita Nelson, Jody Brunatti, Philip Bywater
Staff Present: Andrea Gaspar, Selena Martens

The Parry Sound Public Library Board met Tuesday, June 24, 2014 in the Parry Sound Public Library Auditorium at 1:30 p.m.

1. APPROVAL OF AGENDA

RESOLUTION:

MOVED by Bonnie Keith and SECONDED by Terry Zanussi to approve the agenda.

CARRIED

2. DECLARATION OF ANY PECUNIARY INTEREST

None declared.

3. MINUTES

RESOLUTION:

MOVED by Alison Scarrow and SECONDED BY Bonnie Keith that the Minutes of the Board meeting held on June 16, 2014 be adopted as amended to include in 4. i. "The C.E.O. was directed to write letters to the companies providing quotations **to advise them of the Board's decision.**" And the RESOLUTION under 4.i. "MOVED by Bonnie Keith and SECONDED by Alison Scarrow to accept the quote **dated June 10, 2014** of Sharon Edwards for custodial services **in the amount of \$994/month** for a one year contract. CARRIED"

CARRIED

4. UNFINISHED BUSINESS

5. NEW BUSINESS

i. Policy Review

A discussion took place as to whether a policy review was in order at this time.

RESOLUTION:

MOVED by Bonnie Keith and SECONDED by Terry Zanussi that Alison Scarrow, Terry Zanussi and Susan Murphy are appointed to a Policy Review Subcommittee of the Board to review library policy and make recommendations to the Board with respect to the Library Policy Manual.

CARRIED.

II. Staffing

A discussion took place as to the staffing of the library. Bonnie Keith indicated that a strategic plan is needed before any staffing decisions should be made. Jody Brunatti noted that the Part-Time Programming position which was vacated in 2012 has remained vacant and Programming is part of the library mandate.

RESOLUTION:

MOVED by Alison Scarrow and SECONDED by Terry Zanussi that the C.E.O. be authorized to apply to the Northern Ontario Heritage Fund for an Intern. CARRIED.

III. Signing Officers

The C.E.O. requested a resolution to confirm the signing officers for the bank.

RESOLUTION:

Moved BY Alison Scarrow and SECONDED by Terry Zanussi that the Parry Sound Public Library Board appoints the following members as signing officers: Susan Murphy, Chair; Terry Zanussi, Vice-Chair; and Andrea Gaspar, C.E.O. CARRIED

6. CORRESPONDENCE

7. FINANCIAL REPORTS

i. Account Payable

RESOLUTION:

MOVED by Rita Nelson and SECONDED by Philip Bywater to approve the Accounts Payable for May 2014 in the amount of \$5,792.55. CARRIED

ii. Revenue & Expense Report

RESOLUTION:

MOVED by Philip Bywater and SECONDED by Terry Zanussi to receive the Revenue & Expense Reports for May 2014. CARRIED

8. CHIEF EXECUTIVE OFFICER'S REPORT

RESOLUTION:

MOVED BY Bonnie Keith and SECONDED by Rita Nelson to receive the C.E.O.'S Report for May 2014.

9. OTHER REPORTS

10. OTHER BUSINESS

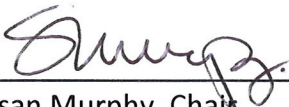
11. CLOSED SESSION

The meeting moved into Closed Session at 2:50 p.m.


12 NEXT MEETING & ADJOURNMENT

MOVED by Bonnie Keith to adjourn at 3:40 p.m. CARRIED

The next Board Meeting:
Tuesday, September 23, 2014 at 1:30 p.m.



Susan Murphy, Chair



Andrea Gaspar, C.E.O.