



# PARRY SOUND PUBLIC LIBRARY BOARD MEETING

Wednesday, March 08, 2023 @ 9:00 a.m.

**PRESENT:** Tom Lundy – Chair, Archipelago Rep., Susan Murphy – Vice-Chair, Carling Township Rep., Doug McCann, Town of Parry Sound Council Rep., Joe Ryman, Municipality of McDougall Rep., Stephen Heder, Jonathan Baxter, Sandy Bishop, Alhan Rahimi, Karen Walker  
**STAFF:** Selena Martens, C.E.O., Rolanda Fraser, Manager, Collections & Community Engagement

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**1. CALL TO ORDER at 9:07 a.m.**

**2. APPROVAL OF AGENDA**

**Motion #2023 – 172**

That we, the Parry Sound Public Library Board, accept the March 08, 2023 agenda, as circulated to all members to be approved.

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

*Carried*

**3. DECLARATIONS OF CONFLICTS OF INTEREST – None**

**4. APPROVAL OF CONSENT AGENDA:**

**Motion #2023 – 173**

That we, the Parry Sound Public Library Board, approve the March 08, 2023 consent agenda, including the Minutes of the Meeting of January 11, 2023, as circulated to all members.

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

*Carried*

**4.1 Minutes:**

a) Minutes of Meeting January 11, 2023

**5. IN-CAMERA SESSION**

**Motion #2023-174**

That we, the Parry Sound Public Library Board, do now go into closed session at 9:09 a.m. to discuss personal matter about an identifiable individual or individuals.

Moved by: J. Ryman and seconded by K. Walker

*Carried*

**Motion #2023-175**

Be it resolved that we, the Parry Sound Public Library Board, do now move out of closed session at 9:42 a.m.

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

*Carried*

**Motion #2023-176**

Be it resolved that we, the Parry Sound Public Library Board accept the revised job descriptions for the CEO, Manager: Collections and Community Engagement, and Manager: Programming, Marketing and Data Analysis.

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

*Carried*

**Motion #2023-177**

Be it resolved that we, the Parry Sound Public Library Board, accept the revised Pay Grid, updated to include Band 6 for manager positions.

Moved by: K. Walker and seconded by J. Ryman

*Carried*

The CEO was directed to contact Town of Parry Sound CAO Clayton Harris with regards to library staff being included in the Town’s pay equity plan.

The CEO was directed to compare the Parry Sound Public Library staff salaries to those of comparable libraries.

**6. NEW BUSINESS AND ITEMS FOR DISCUSSION:**

**Motion #2023 – 179**

That we, the Parry Sound Public Library Board, acknowledge the resignation of Jamie Cameron from the position of Children’s Programming Coordinator.

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

*Carried*

The Library Board was made aware of Governance 101: Public Library Board Training session, which will be taking place in-person at the Parry Sound Public Library on April 01, 2023 from 10:00 a.m. to 1:00 p.m. led by Steven Kraus of Ontario Library Service.

**Motion #2023 – 181**

That we, the Parry Sound Public Library Board, accept the proposed plan for policy review for 2023-2024.

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

*Carried*

The CEO was directed to pull policies that do not require changes and have those ready for the April or May meeting.

**7. UNFINISHED BUSINESS:**

**Motion #2023-182**

That we, the Parry Sound Public Library Board, confirm support of the Library HVAC replacement project and application for the Northern Ontario Heritage Fund: Rural Enhancement Stream. The Library Board commits to funding \$12,702.85 (representing 25% of the total project costs) as well as any potential cost overruns.

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

*Carried*

**8. FINANCIAL:**

**Motion #2023-183**

That we, the Parry Sound Public Library Board, accept the Treasurer's Report of disbursements as presented from December 01 to December 31, 2022, in the amount of \$48,680.84.

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

*Carried*

**Motion #2023-184**

That we, the Parry Sound Public Library Board, accept the Treasurer's Report of disbursements as presented from January 01 to January 31, 2023, in the amount of \$41,654.71.

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

*Carried*

**Motion #2023-183**

That we, the Parry Sound Public Library Board, accept the Treasurer's Report of disbursements as presented from February 01 to February 28, 2023, in the amount of \$37,743.23.

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

*Carried*

**8. CEO REPORT:**

The CEO's report was presented to the Board.

**9. OTHER DISCUSSION:**

**NEXT MEETING ADJOURNMENT –**

**Motion#2023-186**

That we the Parry Sound Public Library Board, accept a motion to adjourn the Board Meeting at 10:15 a.m.

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

*Carried*

**Next meeting Wednesday, April 12, 2023 @ 9:00 a.m. @ The Library**