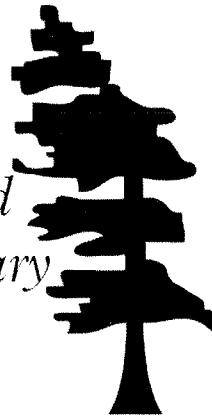


*Parry Sound  
Public Library*



## MINUTES OF THE MEETING OF March 25, 2014

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

The Parry Sound Public Library Board met Tuesday, March 25, 2014 in the library auditorium at 1:30 p.m.

### 1. APPROVAL OF AGENDA

MOVED by Bonnie Keith and SECONDED by Gillian Wallace to approve the agenda.  
CARRIED

### 2. DECLARATION OF ANY PECUNIARY INTEREST

None declared.

### 3. MINUTES

#### **RESOLUTION:**

MOVED by Terry Zanussi and SECONDED by Alison Scarrow that the Minutes of the Board meeting held on February 25, 2014 and be adopted. CARRIED

### 4. UNFINISHED BUSINESS

#### i. Building Issues:

The C.E.O. updated the Board on the roof leak which has subsequently been repaired by the roofing company. The Board was also updated on the leak in the storage room. The C.E.O. is waiting to meet with Brenda Ryan, architect, to explore solutions.

#### ii. Fundraising

At the Board's request, the C.E.O. prepared a "Wish List" for the library with priority listing of the items and general cost estimates. The Board requested that the list be updated regularly. The Board discussed some urgent needs such as the floor and the leak in the storage room which need to be addressed. A board meeting was scheduled for Tuesday, April 8<sup>th</sup> at 1:30 p.m. to discuss building plans and funding possibilities.

5. NEW BUSINESS

i. Staffing

**RESOLUTION**

MOVED by Bonnie Keith and SECONDED by Terry Zanussi that the Parry Sound Public Library Board adopt the Library Page Part-Time Job Description. CARRIED

**RESOLUTION**

MOVED by Bonnie Keith and SECONDED by Gillian Wallace that the Parry Sound Public Library Board approve the hiring of a part-time Page/Clerk position (day time) on contract from September to June annually. CARRIED

ii. Staffing Increase 2013

**RESOLUTION**

MOVED by Alison Scarrow and SECONDED by Terry Zanussi that the Board confirms their approval of a 2013 salary increase of 1.8% commencing January 1, 2013. CARRIED

iii. Auditor's Draft Report

The Auditor's draft report was reviewed. It will be sent back to the auditor to finalize.

iv. C.C.Johnson Bequest Fund

**RESOLUTION:**

MOVED by Bonnie Keith and SECONDED by Terry Zanussi that the Parry Sound Public Library Board authorize the C.E.O. to re-invest the Maple Trust GIC coming due April 1, 2014 in the amount of \$51,587.87 in accordance with the advice of Kim Campbell, Desjardin Financial Security Investments Inc. or alternatively re-invested at a higher rate of interest at another institution. DEFERRED

6. CORRESPONDENCE

Correspondence from OLS-N dated March 21, 2014 re webinar on "Maintaining Good Governance into 2015" was presented.

7. FINANCIAL REPORTS

i. Account Payable

**RESOLUTION:**

MOVED by Terry Zanussi and SECONDED by Alison Scarrow to approve the Accounts Payable for February 2014 in the amount of \$12,938.83. CARRIED

ii. Revenue & Expense Report

**RESOLUTION:**

MOVED by Bonnie Keith and SECONDED by Gillian Wallace to accept the Revenue & Expense Reports for February 2014. CARRIED

8. LIBRARIAN'S REPORT

The C.E.O. reported additionally that WSIB will be auditing the library in April.

**RESOLUTION:**

MOVED by Alison Scarrow and SECONDED by Terry Zanussi to accept the librarian's report. CARRIED

9. OTHER REPORTS

"March Break Report 2014" by Ashleigh Laughren, Intern, was presented. The report detailed the programming offered by the library during March Break, the tremendous response from the community and the media coverage.

10. OTHER BUSINESS

11. CLOSED SESSION

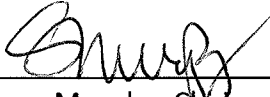
No Closed Session.

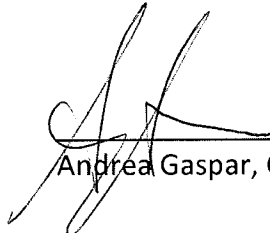
12 NEXT MEETING & ADJOURNMENT

**RESOLUTION:**

MOVED by Alison Scarrow and SECONDED by Bonnie Keith to adjourn. CARRIED

The next Board meetings are: Tuesday, April 8, 2014 at 1:30 p.m. and  
Tuesday, April 22, 2014 at 1:30 p.m.

  
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Susan Murphy, Chair

  
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Andrea Gaspar, CEO