



PARRY SOUND PUBLIC LIBRARY BOARD MEETING

Wednesday, October 19, 2022 @ 9:00 a.m. @ Parry Sound Public Library

PRESENT: Tom Lundy – Chair, Archipelago Rep., Susan Murphy – Vice-Chair, Carling Township
Vanessa Backman, Town of Parry Sound Rep., Colleen O’Hare, Stephen Heder, Jonathan Baxter,
Sandy Bishop

REGRETS: Lynn Gregory, Municipality of McDougall Rep., Rep., Doug McCann, Town of Parry
Sound Rep.

STAFF: Selena Martens, C.E.O.

GUEST: Nigel Bellchamber of N.G. Bellchamber & Associates

1. CALL TO ORDER at 9:15 a.m.

2. APPROVAL OF AGENDA

Motion #2022 – 144

That we, the Parry Sound Public Library Board, accept the October 19, 2022 agenda, as amended and circulated to all members to be approved.

Moved by: V. Backman and seconded by S. Murphy

Carried

3. DECLARATIONS OF CONFLICTS OF INTEREST - None

4. APPROVAL OF CONSENT AGENDA:

Motion #2022 – 145

That we, the Parry Sound Public Library Board, approve the October 19, 2022 consent agenda, including the Minutes of the Meeting of September 14, 2022, as circulated to all members.

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

Carried

4.1 Minutes:

a) Minutes of Meeting September 14, 2022

4.2: Correspondence – None

5. IN-CAMERA: closed meeting for discussion related to personnel.

Motion #2022-146

Be it resolved, that at 9:20 a.m., the Parry Sound Public Library Board does now go into a closed session to discuss an item which relates to: *personal matters about an identifiable individual, including Board persons and financial matters*. And to appoint Nigel Bellchamber as acting secretary.

Moved by: V. Backman and seconded by S. Murphy

Carried

Motion #2022 – 147

Be it resolved that the Parry Sound Public Library Board goes out of closed session at 9:58 a.m.

Moved by: C. O’Hare and seconded by V. Backman

Motion #2022 – 152

That the Parry sound Public Library Board accepts the recommendations of the Hiring Committee as follows:

1. That Selena Martens be appointed to the position of CEO, effective immediately.
2. That the CEO position, in addition to the Treasurer role will include the Bookkeeping function.
3. That the position of Interlibrary Loans/Bookkeeper will be replaced with the re-titled position of Manager, Collections and Community Engagement.
4. That the Manager, Collections and Community Engagement duties will include:
 - a. Overall responsibility for collection, future collection strategy, interlibrary loans and collection development.
 - b. Development of presentations and outreach to the Town of Parry Sound, contracting municipalities, community organizations and other potential donors.
 - c. Presentations to all groups, particularly the municipalities will involve both the Manager and the CEO.
 - d. Attendance at all Board of Directors meetings.
 - e. In the absence of the CEO the Manager will serve as second in command and will fill the CEO role as required.
5. That the candidate identified in HR Committee Closed meeting session will be offered the position of Manager, Collections and Community Engagement with employment beginning November 28th, 2022 (or soon as they are available.)

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

Carried

6. NEW BUSINESS AND ITEMS FOR DISCUSSION:

Discussion took place of Preliminary 2023 Draft Budget – to be further discussed in following meetings.

Motion #2022-148

That we, the Parry Sound Public Library Board, direct the CEO to proceed with the pursuit of the NOHFC Rural Enhancement Funding for the HVAC system (roof top units.)

Moved by: C O’Hare and seconded by S. Heder

Carried

Motion #2022-149

That we, the Parry Sound Public Library Board, accept and approve the new policy: OP-30: Opioid Overdose Response.

Moved by: S. Bishop and seconded by V. Backman

Carried

7. UNFINISHED BUSINESS:

7.1 Discussion of the library building – no updates at this time.

8. FINANCIAL:

Motion #2022-150

That we, the Parry Sound Public Library Board, accept the Treasurer’s report of disbursements as presented

from September 01 to September 30, 2022, in the amount of \$27,744.10.
Moved by: V. Backman and seconded by S. Heder

Carried

9. CEO REPORT:

9.1 CEO Report

9.2 Update on Library Events

9.3 2022 3rd Quarter Statistics

10. OTHER DISCUSSION:

10.1 Friends Constitution – for discussion in 2023 term.

10.2 History of Library Land Synopsis

10.3 2021 Census Information

NEXT MEETING ADJOURNMENT –

Motion#2022-151

That we the Parry Sound Public Library Board, accept a motion to adjourn the Board Meeting at 11:00 a.m.

Moved by: V. Backman and seconded by: C. O'Hare

Carried

Next meeting November 09, 2022 @ 9:00 a.m. @ the Library