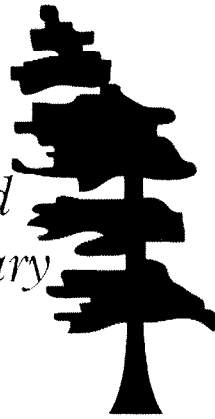


*Parry Sound  
Public Library*



## MINUTES OF THE MEETING OF March 24, 2015

Present: Terry Zanussi, Philip Bywater, Jim Marshall, Alison Scarrow, Susan Murphy, Keith Saulnier

Regrets: Dianna Allen

Staff Present: Andrea Gaspar, Selena Martens

The Parry Sound Public Library Board met Tuesday, March 24, 2015 in the Parry Sound Public Library Auditorium at 1:30 p.m.

### 1. CALL TO ORDER

### 2. APPROVAL OF AGENDA

**RESOLUTION:**

MOVED by Susan Murphy and SECONDED by Jim Marshall to approve the Agenda.

CARRIED

### 3. DECLARATION OF ANY PECUNIARY INTEREST

None declared.

### 4. MINUTES

**RESOLUTION:**

MOVED by Philip Bywater and SECONDED by Jim Marshall that the Minutes of the Board meeting held on February 24, 2015 be adopted.

CARRIED

### 5. UNFINISHED BUSINESS

#### **i. Retired Board Members**

Retired Board members Jody Brunatti and Rita Nelson were in attendance to honour their years of dedicated service to the Parry Sound Public Library. Rita Nelson sat on the Parry sound Public Library Board for 18 years. Jody Brunatti sat on the Board for 5 years.

#### **ii. CEO Performance Evaluation – Process/Policy**

**RESOLUTION:**

MOVED by Philip Bywater and SECONDED by Alison Scarrow that the CEO Performance Policy as amended be updated and approved as presented under Policy Number GOV-09. This

policy supersedes previous policy on this matter and is to be reviewed every 3 years. CARRIED

**RESOLUTION:**

MOVED by Keith Saulnier and SECONDED by Jim Marshall that the CEO Objectives for 2015 as presented by the CEO Evaluation Committee be accepted. CARRIED

**RESOLUTION:**

MOVED by Alison Scarrow and SECONDED by Keith Saulnier that the CEO Evaluation Committee consisting of Philip Bywater, Terry Zanussi and Diana Allen oversee the CEO Evaluation for 2015. CARRIED

**iv. Capital Repairs and the Town of Parry Sound**

**RESOLUTION:**

MOVED by Jim Marshall and SECONDED Philip Bywater that the Reserve set aside for Short-term disability costs in the amount of \$5,000 be reallocated to the 2015 PSPL Budget for "Project Management Costs". CARRIED

**6. NEW BUSINESS**

**i. Audited Financial Statements**

**RESOLUTION:**

MOVED by Jim Marshall and SECONDED Susan Murphy that the 2014 Audited Financial Statements be accepted. CARRIED

**ii. CCJ Bequest Fund Budget 2015**

This matter was deferred to the next Board meeting.

**7. CORRESPONDENCE**

**i. DFS Investments re GIC maturing April 11, 2015 dated March 2, 2015**

**RESOLUTION:**

MOVED by Philip Bywater and SECONDED by Jim Marshall that the CEO be directed to re-invest the CC Johnson Fund Access Credit Union GIC due April 11, 2015 in the amount of \$51,587.87 for a period of one year. CARRIED

**8. FINANCIAL REPORTS**

**RESOLUTION:**

MOVED by Alison Scarrow and SECONDED by Philip Bywater that the Accounts Payable for January in the amount \$10912.00 of and February in the amount of \$12055.84 be approved. CARRIED

**RESOLUTION:**

MOVED by Susan Murphy and SECONDED by Alison Scarrow that the Revenue and Expense Reports for January 2015 and February 2015 be received. CARRIED

9. CHIEF EXECUTIVE OFFICER'S REPORT

**RESOLUTION:**

MOVED BY Philip Bywater and SECONDED by Alison Scarrow to receive the C.E.O.'S Report for February 2015. CARRIED

10. OTHER REPORTS

None presented.

11. OTHER BUSINESS

Board members were provided with a copy of the 2012-2014 Technology Plan as requested. Susan Murphy suggested the Board have a report on which milestones were reached.

12. CLOSED SESSION

The meeting will move into closed session to deal with confidential matters pertaining to funding.

**RESOLUTION:**


MOVED by Alison Scarrow and SECONDED by Keith Saulnier to move into Closed Session. CARRIED

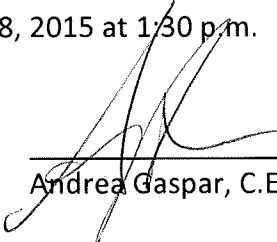
13. NEXT MEETING & ADJOURNMENT

**RESOLUTION:**

MOVED by Alison Scarrow to adjourn

The next Board Meeting: Tuesday, April 28, 2015 at 1:30 p.m.

  
\_\_\_\_\_  
Terry Zanussi, Chair

  
\_\_\_\_\_  
Andrea Gaspar, C.E.O.