



# PARRY SOUND PUBLIC LIBRARY BOARD MEETING MINUTES

Wednesday, September 8, 2021 @ 9:00 a.m. @ the Parry Sound Public Library

PRESENT: Tom Lundy – Chair, Archipelago Rep., Susan Murphy, Carling Township Rep. Vice – Chair, Doug McCann, Town of Parry Sound Rep., Colleen O’Hare, Stephen Heder, Jenn Hoddy

STAFF: Rita Orr, C.E.O.

REGRETS: Vanessa Backman, Town of Parry Sound Rep.  
Lynne Gregory, Municipality of McDougall Rep.

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## 1. CALL TO ORDER @ 9:10 A.M.

## 2. APPROVAL OF AGENDA

### Motion #2021 - 83

That we the Parry Sound Public Library Board, accept the September 8, 2021, agenda, as circulated to all members be approved,

Moved by C. O’Hare and seconded by Susan Murphy

*Carried*

## 3. DECLARATIONS OF CONFLICTS OF INTEREST - *None*

## 4. APPROVAL OF CONSENT AGENDA:

4.1 Minutes of Meeting June 8, 2021 - approved

4.2 Correspondence/Education – renewed PSPL Ontario Library Board Association

*A library member Karen Hood Caddy left a note in writing:*

*“I am a member of 3 libraries: this one, Collingwood, Bracebridge and this one is the best. I always leave with several books, I’m excited to read. I love that you have so many books featured on shelves in an open faced way thanks so much.”*

4.3 Newspaper Article – Kids Portal – “Escape into Knowledge” – E-mailed out in Mini update

4.4 Newspaper Article – Ontario Park Pass – E-mailed out – Mini update

### Motion 2021 #84

That we the Parry Sound Public Library Board, accept the September 8, 2021 consent agenda, as circulated to all members be approved.

Moved by S. Heder and seconded by D. McCann

*Carried*

## 5. IN-CAMERA SESSION – *NECESSARY*

### Motion 2021 #85

That we the Parry Sound Public Library Board now go into closed session at 9:05 a.m. to discuss, personal matters about an indefinable individual, including Board person and financial matters

Moved by S. Murphy and seconded by J. Hoddy

*Carried*

### Motion 2021 #86

That we the Parry Sound Public Library Board now come out of the closed session at 9:20 a.m.

Moved by S. Murphy and seconded by J. Hoddy

*Carried*

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

**6.1** 2020 Annual Report and Commercial – sent out to all Board members

**6.2** Strategic planning for the future of the library building

A discussion took place in regards to the stairs on the north side of the building and a railing.

**6.3** Presentation to all library partners and the Town of Parry Sound to present the Annual Report and Commercial will start. The first presentation by Zoom will be on October 5<sup>th</sup> at the PS Council

**6.4 Policy #17 H.R. Diversity and Inclusion**

**Motion 2021 #87**

We the Parry Sound Public Board accept the following policy:

Policy # HR – 17 Diversity and Inclusion Policy, as circulated to all members be approved.

Moved by C. O’Hare and seconded by J. Hoddy

*Carried*

**6.5 Policy #Amended Policy #VOL-01 – Volunteer Waiver Form Re. Covid-19**

**Motion 2021 #88**

We the Parry Sound Public Board accept the following add on to:

Policy #VOL-01 – Volunteer Policy amended and added Volunteer Waiver form re. Covid-19, as circulated to all members be approved.

Moved by D. McCann and seconded by S. Heder

*Carried*

**6.6** New Holiday: September 30, 2021

This was discussed and the PSPL will be following the Town of Parry Sound direction. Following the Employment Standard Act, it is not a Provincial Government Holiday. The Library will be open.

**7. UNFINISHED BUSINESS:**

**7.1 Yard Sale:** This event was inside the library in the auditorium on Sat. August 14, 2021 from 9 a.m. to 1 p.m. and we raised \$1,400.

**7.2 Summer Reading Statistics and new member’s statistics**

**Statistics:**

Online Registrations					
2021	PS	MCD	CARLING	ARCH	NON-RES
JUNE	3	5	3	6	0
JULY	4	4	2	2	0
AUG	5	1	6	0	0
<b>TOTAL</b>	<b>12</b>	<b>10</b>	<b>11</b>	<b>8</b>	<b>0</b>
In-Person Registrations					
2021	PS	MCD	ARCH	CARLING	NON-RES
JUNE	1	0	0	0	0
JULY	4	6	2	2	3
AUG	12	8	0	5	3
<b>TOTAL</b>	<b>17</b>	<b>14</b>	<b>2</b>	<b>7</b>	<b>6</b>
					<b>\$210</b>

<b>Statistics Summer Children's Programs 2021:</b>		
<b>TD Summer Reading</b>		<b>89</b>
<b>Story Walk Participants</b>		<b>98</b>
<b>Prizes Won</b>		<b>21</b>
<b>Name that Place Participants (Cooper the Sloth)</b>		<b>19</b>
<b>Name that Place Post Likes</b>		<b>173</b>

**8. FINANCIAL:**

**8.1: Treasurer's Report for the following to be approved:**

**Motion #2021-89**

We the Parry Sound Public Library Board accept the Treasurer's report of disbursements as presented be approved,

June 1 to 30, 2021 in the amount of \$34,538.30  
 July 1 to 31, 2021 in the amount of \$42,002.17  
 August 1 to 30, 2021 in the amount of \$35,357.321

Moved by S. Heder seconded by J. Hoddy

*Carried*

It was also discussed, that the started collecting fines by donations as a trial period and we have raised \$331.65 since August 17, 2021

R. Orr also mentioned that all partners have submitted their funds and we are still waiting upon PLOG Grant of approximately \$15,000

**9. CEO REPORT:**

**9.1** R. Orr reported that a new circulation person was hired; Juliana Gaukel and we welcome her.

**9.2 UPCOMING PROGRAMS AND EVENTS:**

- a) Children's Story time, for 4 weeks, following Covid-19 regulations up to 6 children and one parent
- b) One on one Surfin' Senior with Cayla, wearing proper Covid-19 shields.
- c) Halloween Spooky Story Walk, partnership with the DTBA starting October 13, 2021  
 Children will receive a goody bag, colouring contest sheet and a small pumpkin.

**NEXT MEETING AND AJOURNMENT:**

**Motion #2021 – 90**

That we the Parry Sound Public Library Board, accept a motion to adjourn the board Meeting at 10:10 a.m.  
 Moved by: S. Heder and seconded by D. McCann

**Next meeting October 13, 2021 @ 9:00 a.m.**