



PARRY SOUND PUBLIC LIBRARY BOARD MEETING

Wednesday, June 11, 2025 @ 9:00 a.m.

PRESENT: Tom Lundy – Chair, the Township of The Archipelago Rep., Susan Murphy – Vice Chair, Township of Carling Rep., Doug McCann, Town of Parry Sound Council Rep., Joe Ryman – Municipality of McDougall Rep., Karen Walker, Alhan Rahimi, Jonathan Baxter, Sandy Bishop
STAFF: Selena Martens, C.E.O., Rolanda Fraser, Manager, Collections & Community Engagement
GUEST SPEAKER: Kaleb Embury of BDO via Zoom

1. CALL TO ORDER at 9:04 a.m.

2. APPROVAL OF AGENDA

Motion #2025-025

That we, the Parry Sound Library Board, accept and approve the June 11, 2025 agenda, as circulated to all members.

Moved by: K. Walker and seconded by S. Bishop

Carried

3. DECLARATIONS OF CONFLICTS OF INTEREST – None

4. APPROVAL OF CONSENT AGENDA:

Motion #2025-026

That we, the Parry Sound Public Library Board, accept and approve the June 11, 2025 consent agenda, including the Minutes of the Meeting of May 14, 2025, and Correspondence, as circulated to all members.

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

Carried

4.1 Minutes:

- a) Minutes of the Meeting of May 14, 2025.

4.2 Correspondence:

- a) Mike Kearns, Town of Parry Sound – Exterior Stairwell
- b) Brenda Ryan – Lift
- c) Brenda Ryan – Lift – Savaria Follow-Up
- d) Mary Chevreau – CULC re: Library Shipping Tool

5. IN-CAMERA SESSION – NOT NECESSARY

6. NEW BUSINESS AND ITEMS FOR DISCUSSION

6.1 2024 Library Audit with BDO

Stephen Heder joined the Library Board meeting at 9:10 a.m.

Kaleb Embury of BDO presented the 2024 Audited Financial Statements to the Library Board over Zoom.

Motion #2025 – 027

That we, the Parry Sound Public Library Board, accept and approve the 2024 Audited Financial Statements prepared by BDO.

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

Carried

6.2 Canada Post Prepaid Visa for Interlibrary Postage

The CEO gave a report on the current state of the library’s interlibrary loan service. At the start of May, libraries across Ontario were informed that Canada Post would no longer be accepting stamps as payment for interlibrary loan parcels as of June.

Motion #2025-028

That we, the Parry Sound Public Library, direct the CEO to purchase a \$500.00 reloadable Visa card through Canada Post for the purpose of paying for the shipping of interlibrary loan materials, to be topped up when the declining balance reaches \$200.00.

Moved by: D. McCann and Seconded by K. Walker

Carried

7 UNFINISHED BUSINESS

7.1 Library Building (Stairwell)

The Library Board discussed the ongoing challenges presented by the emergency exit outdoor stairwell.

The CEO was directed to contact Mike Kearns at the Town of Parry Sound for recommendations on a contractor and to reach out to Brenda Ryan of FAD Architecture regarding any possibly existing stairwell plans.

The CEO was directed to contact Porch to Pier for a free estimate on closing off the stairwell.

8. FINANCIAL STATEMENTS:

Motion #2025-029

That we, the Parry Sound Public Library Board, accept and approve the Treasurer’s Report of disbursements as presented, from April 01 to April 30, in the amount of \$50,635.86.

Moved by S. Murphy and seconded by J. Baxter

Carried

9. CEO REPORT:

9.1 The Library Board received the CEO’s report.

9.2 The Library Board received information on upcoming library programs.

10. OTHER DISCUSSION:

Anonymous patrons returned four folios of previously lost North Star editions from 1874 to 1878. These will be transferred to the West Parry Sound District Museum. A news article written by Julian Orlando Chaves appeared on parrysound.com on June 10, 2025.

NEXT MEETING AND ADJOURNMENT –

Motion #2025-030

That we, the Parry Sound Public Library Board, accept a motion to adjourn the Board Meeting at 9:50 a.m.

Moved by D. McCann and seconded by S. Bishop

Carried

Next meeting Wednesday, September 10, 2025, 9:00 a.m.