



PARRY SOUND PUBLIC LIBRARY BOARD MEETING

Minutes

Tuesday, June 16, 2020 @ 9:a.m. to 10:45 a.m. “Conference Call”

PRESENT: Tom Lundy – Chair, Archipelago Rep., Susan Murphy, Carling Township Rep. – Vice Chair, Doug McCann, Town of Parry Sound Rep., Vanessa Backman, Town of Parry Sound Rep., Lynne Gregory, McDougall Rep., Stephen Heder, and A. Dudas

Regrets: Colleen O’Hare.

Staff: Rita Orr, C.E.O.

1. CALL TO ORDER at 9:02

Chair: As a result of the Order in Council recently issued by the Province of Ontario Declaring an emergency for the COVID-19 pandemic, as well as the requirements for social distancing, this Parry Sound Public Library Board meeting will be held electronically in accordance with section 238 of the Municipal Act, 2001.

I would ask that Ms. Rita Orr now take a roll call to determine quorum, and advise who is participating in the meeting today. (See Above)

2. APPROVAL OF CONSENT AGENDA

Motion #2020 – 17

That we the Parry Sound Public Library Board, accept the June 16, 2020 consent agenda, as circulated to all members be approved.

Moved by: S. Heder and second by Lynne Gregory

Carried

3. DECLARATIONS OF CONFLICTS OF INTEREST - *None*

4. CONSENT AGENDA:

4.1 Minutes:

- a) Minutes of Meeting A Tuesday, March 16, 2020 approved
- b) Minutes of Meeting B Tuesday, March 16, 2020 approved

4.2: Correspondence:

- a) The Weight Watchers Group, Inc. - Cancelling of rental of our auditorium room

5. IN-CAMERA SESSION – *NOT NECESSARY (another date Wednesday, July 8, 2020)*

6. NEW BUSINESS AND ITEMS FOR DISCUSSION:

6.1 Policy #OP - 02 - Safety, Security & Emergencies in the Library amended –approved

Motion#2020-18

We the Parry Sound Public Board accept the following:
Policy #OP2 Safety, Security & Emergencies in the Library as amended, as circulated to all members be approved.
Moved by S. Murphy and seconded by D. McCann

Carried

6.2 Policy #OP – 09 – Reopening Library- approved

Motion #2020-19

We the Parry Sound Public Board accept the following:
Policy #2020-09, Reopening Library/Procedure as circulated to all members be approved.
Moved by A. Dudas and seconded by L. Gregory

Carried

6.3 Policy #OP – 17 - Epidemic/Pandemic – approved

Motion #2020-20

We the Parry Sound Public Board accept the following:
Policy #OP-17, Epidemic/Pandemic, as circulated to all members be approved.
Moved by: S. Murphy and seconded by D. McCann

Carried

6.4 Policy #OP – 26 - Handling of Returned Materials During a Viral Pandemic –approved

Motion #2020-21

We the Parry Sound Public Board accept the following:
Policy #OP 26 Handling of Returned Materials during a Viral Pandemic, as circulated to all members be approved.
Moved by: L. Gregory and seconded by A. Dudas

Carried

6.5 Policy #OP – 27 - Social Media –approved

Motion #2020-22

We the Parry Sound Public Board accept the following:
Policy #OP 27 Social Media, as circulated to all members be approved.
Moved by: D. McCann and seconded by S. Heder

Carried

6.6 Policy #OP – 28 - Curbside Pick – up –approved

Motion #2020-23

We the Parry Sound Public Board accept the following:
Policy #OP 28 Curbside Pick –Up, as circulated to all members be approved.
Moved by: L. Gregory and seconded by V. Backman

Carried

6.7 Policy #HR – 05- Compensation – Amended with Section 1 -5 @ Section 2 and 3 –approved

Motion #2020-24

We the Parry Sound Public Board accept the following:
Policy #HR 05 Compensation – amended with Section 1-5 and section 2 and 3, as circulated to all members be approved.

Moved by: V. Backman and seconded by D. McCann

Carried

6.8 Policy #HR - 15- Mental Health and Safety – approved

Motion #2020-25

We the Parry Sound Public Board accept the following:
Policy #HR 15 Mental Health and Safety, as circulated to all members be approved

Moved by: A. Dudas and seconded by S. Heder

Carried

6.7 Attached new indexes for Policy Binder in Board package.

7. FINANCIAL:

7.1: Treasurer’s Report for the following months and to be approved.

a) March 31, 2020 for amount of \$25,507.89

Motion #2020-26

We the Parry Sound Public Library Board accept the Treasurer’s report of disbursements as presented from March 1, 2020 to March 31, 2020 in the amount of \$25,507.89, be approved.

Moved by: L. Gregory and seconded by A. Dudas

Carried

b) April 30, 2020 for amount of \$29,729.60

Motion #2020-27

We the Parry Sound Public Library Board accept the Treasurer’s report of disbursements as presented from April 1, 2020 to April 30, 2020 in the amount of \$29,729.60, be approved.

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

Carried

c) May, 31, 2020 for amount of \$36,216.75

Motion #2020-28

We the Parry Sound Public Library Board accept the Treasurer’s report of disbursements as presented from May 1, 2020 to May 31, 2020 in the amount of \$36,216.75, be approved.

Moved by: S. Murphy and seconded by A. Dudas

Carried

7.2: Approval of 2019 Audit Report

Motion #2020-29

We the Parry Sound Public Library Board accept the 2019 BDO Audit Report as presented and be approved.

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

Carried

8. CEO REPORT:

8.1 June 16, 2020 CEO Report attached

8.2 BOARD ACTION REPORT – *none at this time, to be reviewed at a later date.*

9. AJOURNMENT –

Motion #2020-30 – adjourned at 9:46 a.m.

Carried

NEXT MEETING WEDNESDAY, JULY 8, 2020 @ 9:30 A.M.

Approved