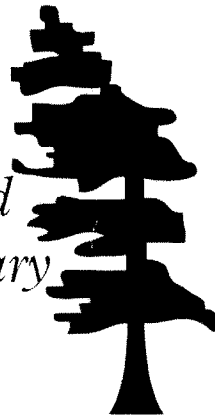


*Parry Sound  
Public Library*



## MINUTES OF THE MEETING OF October 28, 2014

Present: Susan Murphy, Terry Zanussi, Bonnie Keith, Rita Nelson, Jody Brunatti,

Regrets: Philip Bywater

Absent: Alison Scarrow

Staff Present: Andrea Gaspar, Selena Martens

Others in Attendance: Sheila Ord (member of the Friends)

The Parry Sound Public Library Board met Tuesday, October 28, 2014 in the Parry Sound Public Library Auditorium at 1:30 p.m.

### 1. APPROVAL OF AGENDA

**RESOLUTION:**

MOVED by Bonnie Keith and SECONDED by Terry Zanussi to approve the agenda.

CARRIED

### 2. DECLARATION OF ANY PECUNIARY INTEREST

None declared.

### 3. MINUTES

**RESOLUTION:**

MOVED by Bonnie Keith and SECONDED BY Terry Zanussi that the Minutes of the Board meeting held on September 23, 2014 be adopted.

CARRIED

### 4. UNFINISHED BUSINESS

i. Gillian Wallace's Resignation

The Board recently accepted the Resignation of Gillian Wallace from the Parry Sound Public Library Board after 10 years of service. To honour her years of volunteer service, the Board presented Ms. Wallace with two library books dedicated in her honour as well as a Certificate of Service.

### 5. NEW BUSINESS

## 6. CORRESPONDENCE

### a) Grants Ontario dated October 20/14

An email was received confirming the transfer of funds for the Public Library Operating Grant and the Pay Equity portion of the grant in the amount of \$15,090.00.

### b) Joel W. Kennedy dated October 17, 2014

A letter was received acknowledging the receipt of the signed release. The cheque was for \$6,633.92. The final amount has yet to be determined. The issue was raised that if this money was not to be allocated and spent that it be invested. This matter will be discussed at the next Board meeting.

### c) Northern Ontario Heritage Fund Corporation dated October 16, 2014

A letter was received approving the library's request for an Intern.

### d) YI Regional Co-ordinator dated September 24, 2014

A letter was received approving 420 hours to hire a Computer Coach under this program.

### e) Letter from Rob Mens dated October 24, 2014

A letter was received by Rob Mens, CAO Town of Parry Sound, regarding the long-term capital planning for the library building and clarification as to the allocation of responsibilities related to capital aspects of the Library building. The library building is owned by the Library Board. The Town has become involved in capital projects in the past. Per Council's direction, the Library was part of the Town's Capital Asset Management Study. The library has not received a copy of this study. The letter speaks to a need for clarity around who will be responsible for capital projects and what role the town staff might play. Rita Nelson stated that it would be helpful to get a copy of the Assessment Report. Bonnie Keith expressed the need for a strategic plan for the library. Susan Murphy suggested that a person from the town could be appointed as a liaison. Bonnie Keith suggested that a letter be sent to Rob Mens by the Chair of the Board thanking him and stating that the Board would like to examine alternatives and invite him to a meeting with the Board.

## 7. FINANCIAL REPORTS

### i. Account Payable

#### **RESOLUTION:**

MOVED by Rita Nelson and SECONDED by Terry Zanussi to approve the Accounts Payable for September 2014 in the amount of \$3936.40. CARRIED

### ii. Revenue & Expense Report

#### **RESOLUTION:**

MOVED by Bonnie Keith and SECONDED by Terry Zanussi to receive the Revenue & Expenditure Reports for September 2014. CARRIED

## 8. CHIEF EXECUTIVE OFFICER'S REPORT

**RESOLUTION:**

MOVED BY Bonnie Keith and SECONDED by Jody Brunatti to receive the C.E.O.'S Report for October 2014.

9. OTHER REPORTS

10. OTHER BUSINESS

11. CLOSED SESSION

The Board moved into closed session to discuss the C.E.O. Evaluation and asked the staff to leave.

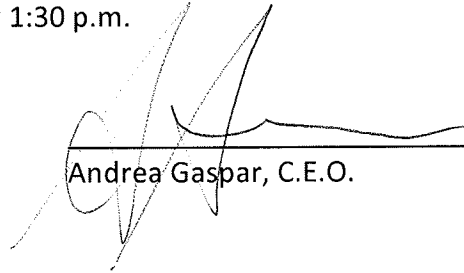
12 NEXT MEETING & ADJOURNMENT

The next Board Meeting:

Tuesday, November 25, 2014 at 1:30 p.m.



\_\_\_\_\_  
Susan Murphy, Chair



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Andrea Gaspar, C.E.O.