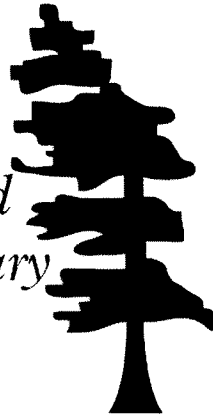


*Parry Sound  
Public Library*



## MINUTES OF THE MEETING OF January 28, 2014

Present: Susan Murphy, Bonnie Keith, Jody Brunatti, Rita Nelson, Alison Scarrow, Gillian Wallace

Staff Present: Andrea Gaspar, Selena Martens

Regrets: Terry Zanussi

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

### 1. APPROVAL OF AGENDA

Added to the agenda under NEW BUSINESS: ii. Projector/T.V. and iii. Volunteer Tea

**RESOLUTION:**

MOVED by Rita Nelson and SECONDED by Jody Brunatti to approve the agenda.

CARRIED

### 2. DECLARATION OF ANY PECUNIARY INTEREST

None declared.

### 3. MINUTES

**RESOLUTION:**

MOVED by Alison Scarrow and SECONDED by Rita Nelsen that the Minutes of the Board meeting held on November 26, 2013 be adopted.

CARRIED

### 4. UNFINISHED BUSINESS

i. Building Issues: Roof

The work on the roof was halted due to weather conditions. The work will be finalized once the weather improves.

ii. Storage Room & Area

The situation is being monitored with water still visibly leaking into the storage area through the electrical. The C.E.O. will take photos of the situation and continue to monitor. This matter will be investigated in the Spring as the snow would make it difficult for any clear assessment.

iii. Staffing Update

We are in the process of hiring the Local History Intern.

iv. Back Door

A quote for the replacement of the back door was received. This matter will be revisited once the budget amounts have been set.

v. Fundraising

The C.E.O. was directed to prioritize and come up with some general prices on the items on the "Wish List". The very poor condition of the floor in the main library and in the auditorium was discussed. The C.E.O. was directed to do some research on the process of removal and replacement of the floor and also to look into possible funding sources.

vi. Parking Lot

The C.E.O. was directed investigate specifics on the property line and investigate the cost of placing cement parking barriers along the property line.

5. NEW BUSINESS

i. Festival of the Sound Quartet

**RESOLUTION:**

MOVED by Bonnie Keith and SECONDED by Jody Brunatti that the Board approve the Festival of the Sound performing in the library during the Summer of 2014 for an event with the proceeds to be shared with the library

CARRIED

ii. T.V./Projector

The library has received a number of complaints regarding the quality of the images by the library's projector during programming events (i.e. Travelogues). The projector is 8 years old and the technology has advanced since this item was purchased. The issue came up as to whether the library could fundraise for a new projector or T.V. The C.E.O. was directed to explore uses for this technology (e.g. movies) and to research the issue of charging for programming.

iii. Volunteer Tea

The Volunteer Tea will take place on Thursday, February 27, 2014 from 1 – 3 p.m. The Board will arrange for set up and refreshments. The C.E.O. will prepare the advertising and invitations.

6. CORRESPONDENCE

- The Smith Family sent a thank you to the Board.
- OLSN
- Information from Pew Research Center regarding E-Readers

7. FINANCIAL REPORTS

i. Account Payable

**RESOLUTION:**

MOVED by Bonnie Keith and SECONDED by Alison Scarrow to approve the Accounts Payable for November 2013 in the amount of \$43,922.71 and December 2013 in the amount of \$9,214.16. CARRIED

ii. Revenue & Expense Report

**RESOLUTION:**

MOVED by Rita Nelson and SECONDED by Alison Scarrow to accept the Revenue & Expense Reports for November 2013 and December 2013. CARRIED

8. LIBRARIAN'S REPORT

**RESOLUTION:**

MOVED by Bonnie Keith and SECONDED by Alison Scarrow to accept the librarian's report. CARRIED

9. OTHER REPORTS

None

10. OTHER BUSINESS

A suggestion was made by Susan Murphy to add to next month's agenda the issue of obtaining a credit card for the C.E.O. to use for library purchases.

11. CLOSED SESSION

**RESOLUTION:**

MOVED BY Bonnie Keith and SECONDED by Alison Scarrow that the meeting move into Closed Session to deal with confidential personnel matters. CARRIED

12 NEXT MEETING & ADJOURNMENT

**RESOLUTION:**

MOVED by Bonnie Keith and SECONDED by Jody Brunatti to adjourn. CARRIED

The next Board Meetings:

Budget Meeting: Wednesday, February 19, 2014 at 1:00 p.m.

Regular Board Meeting: Tuesday, February 25, 2014 at 1:30 p.m.

  
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Susan Murphy, Chair

  
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Andrea Gaspar, CEO