



## The Minutes of the Regular Meeting of the Belleville Public Library Board on Tuesday 17<sup>th</sup> May 2011 at 6:00 PM in the Betty Colden Room of the Belleville Public Library

**Present:** B. Phieffer, Chair      T. Christopher, Councillor      E. Lindenberg  
L. Pohjola      R. Rooke      M. Roberts  
K. Tuck      L. Bell, CEO      J. Alyea, Secretary

**Regrets:** J. Jenkins, Councillor      G. Thompson, Councillor

1. **Call to Order:** The meeting was called to order by Beth Phieffer, Chair at 6:39 p.m.
2. **Declarations of pecuniary interest by Board Members:** There were no declarations of pecuniary interest.
3. **Motion to approve the agenda for the Regular Meeting of 17<sup>th</sup> May 2011:**  
  
MOVED by Larry Pohjola, SECONDED by Eric Lindenberg, that the agenda for the Regular Meeting of 17<sup>th</sup> May 2011 be approved.      CARRIED
4. **Motion to approve the minutes of the Regular Meeting of 19<sup>th</sup> April 2011:**  
  
MOVED by Rosemary Rooke, SECONDED by Eric Lindenberg, that the minutes of the Regular Meeting of 19<sup>th</sup> April 2011 be approved.      CARRIED
5. **Business arising from the minutes of the previous meeting:**
  1. **Sony E-Readers:** The Sony E-Readers were received on May 13<sup>th</sup> – two for staff and one to lend to the public. Sony will be providing training to the staff on how to use the E-Readers so they can train the public. The Belleville Public Library is one of the first libraries in Canada to participate in this program, with appreciation to Eric Lindenberg for making us aware of the program. A Deputation to City Council will be arranged when training completed and E-Readers are ready for the public.
  2. **Sunday Openings:** The Finance Committee will be looking at the possibility of Sunday Openings at their next meeting.
6. **Confirmed Events held at the Belleville Public Library in May – June 2011**
7. **Statistics for April 2011**
8. **CEO's Report**

MOVED by Mike Roberts, SECONDED by Kyle Tuck, that Items 6-8 be received for information.  
CARRIED



**9. Financial Statement April 2011:**

MOVED by Mike Roberts, SECONDED by Larry Pohjola, that the Financial Statement to 30 April 2011 be approved. CARRIED

The CEO will send copies of the January and February 2011 Financial Statements to Board Members.

A Finance Committee meeting will be scheduled prior to the June 21<sup>st</sup> Board Meeting.

**10. Health & Safety Policy 2011:**

The Health & Safety Policy was presented to the Board for annual review and approval.

MOVED by Councillor Christopher, SECONDED by Kyle Tuck, that the Health & Safety Policy be approved for 2011. CARRIED

**11. Accessibility Policy:**

A draft copy of "Accessibility for People with Disabilities Policy" was presented to the Board for approval.

MOVED by Councillor Christopher, SECONDED by Rosemary Rooke, that the Accessibility Policy be approved. CARRIED

**12. Library Board Development – Next Steps:**

Five Board Members and the CEO attended the Library Governance and Leadership Workshop on April 27<sup>th</sup>. The workshop was very informative and Margaret Andrewes and Randee Loucks made an excellent presentation. The next step is to set up an initial meeting of the Policies and Bylaws Committee to determine what policies are needed and set goals to establish and implement these policies. Larry Pohjola will arrange the meeting with committee members.

**13. Board Meetings:**

Beth Phieffer reported that under the Ontario Library Association (OLA) regulations, Library Boards are required to hold 10 regular meetings each year. If a meeting does not have a quorum, the meeting must be rescheduled, either in the same month, or in a month that does not have a regular meeting (eg. July or August). Two regular board meetings cannot be scheduled in the same month.

There are no regulations under the OLA to allow voting by proxy.

The Mayor is an ad hoc member of all City boards and committees. To allow the Mayor to cast a vote, a bylaw must be passed at the first meeting of a newly elected Board.

**14. 5<sup>th</sup> Anniversary Celebration June 4<sup>th</sup> :** A celebration of the 5<sup>th</sup> Anniversary of the Belleville Public Library and John M. Parrott Art Gallery is scheduled for Saturday, June 4<sup>th</sup>. Events include a puppet show, cake, Friends of the Library book sale, jazz musicians and a Gallery exhibition opening. The CEO will send the Agenda of Events to Board Members.



Belleville Public Library and John M. Parrott Art Gallery  
254 Pinnacle Street, Belleville, Ontario K8N 3B1  
TEL: (613) 968-6731 FAX: (613) 968-6841 WEB: [www.bellevillelibrary.com](http://www.bellevillelibrary.com)

**15. Other Business:**

1. Y'Wanna Have' a Café's lease agreement with the City of Belleville expires on 30 July 2011. The renewal of the lease will be handled by the City.
2. Name tags will be issued for the three new Board Members.
3. The CEO is to be interviewed by Bryce McVicar of The Intelligencer. The article will be about Libraries and the digital age. Bryce has also agreed to do an article to promote the 5<sup>th</sup> Anniversary celebration.
4. Inter City Courier, the courier service that delivers materials between the Belleville and Quinte West Public Libraries was involved in a serious accident recently. The driver was injured, and a large quantity of items was damaged. Estimate of damage to both Libraries is \$8,000.00. Inter City Courier's insurance company is to reimburse us for the damages.

- 16. Adjournment:** The meeting was adjourned at 7:40 pm on a motion by Larry Pohjola, seconded by Eric Lindenberg.