



## The Minutes of the Regular Meeting of the Belleville Public Library Board on Tuesday 15 June 2010 at 7:00 PM in the Betty Colden Room of the Belleville Public Library

Present: B. Phieffer, Chair                      N. Ellis, Mayor                      E. Jourard  
          M. Roberts                                      R. Rooke                                      G. Thompson, Councillor  
          L. Bell, CEO                                      J. Alyea, Secretary

Regrets: T. Christopher, Councillor                      J. Jenkins

1. **Call to Order:** The meeting was called to order by the Chair, Beth Phieffer at 7:00 PM.
2. **Declarations of Interest by Board Members:** There were no Declarations of Interest.
3. **Items carried forward from May 18, 2010 meeting:**
  1. **MOVED** by Eleanor Jourard, **SECONDED** by Councillor Thompson, that the minutes of the regular meeting of 20 April 2010 be approved. **CARRIED**
  2. There was no business arising from the minutes.
  3. **MOVED** by Mike Roberts, **SECONDED** by Councillor Thompson, that the Accounts and Expenses for January and February 2010 be approved. **CARRIED**
  4. **MOVED** by Mike Roberts, **SECONDED** by Rosemary Rooke, that the Interim Financial Statements for January and February 2010 be approved. **CARRIED**
  5. **MOVED** by Eleanor Jourard, **SECONDED** by Mike Roberts, that the Statistics for April 2010 be approved as presented. **CARRIED**
4. **Motion to approve the agenda for the Regular Meeting of 15 June 2010:**

**MOVED** by Rosemary Rooke, **SECONDED** by Councillor Thompson, that the agenda for the regular meeting of 15 June 2010 be approved. **CARRIED**
5. **Motion to approve the minutes of the Regular Meeting of 18 May 2010:**

**MOVED** by Councillor Thompson, **SECONDED** by Rosemary Rooke, that the minutes of the Regular Meeting of 18 May 2010 be approved. **CARRIED**



**6. Business arising from the minutes of the previous meeting:**

- 1. Security Cameras:** Security cameras are being installed – one on each floor near elevators and one near door from children’s department to stairwell; Bellevalle Downtown Improvement Association are to install cameras in outside downtown area.
- 2. BiblioCommons Overview and Demonstration:** A review was given for board members who missed the presentation at last months meeting. After discussion, it was decided not to proceed until an up to date Financial Statement is available.

**7 & 8. Accounts & Expenses and Interim Financial Statements:**

These items were put forward to the next meeting.

**9. Health & Safety Policy approval:**

MOVED by Mike Roberts, SECONDED by Rosemary Rooke, that the Bellevalle Public Library Health & Safety Policy be approved for 2010. CARRIED

**10. Reserve for Computers and Equipment**

This item was tabled until Financial Statement is in order.

**11. Gallery – New Direction for Corridor Space:**

The CEO and Gallery Curator are currently working on setting up a “Corridor Gallery Shop” to sell works by local artisans and generate revenue. It is expected to be up and running by July 3. Community groups’ information will now be displayed in the library.

**12. Rosemary Rooke – Research Project:**

Rosemary is currently working on her Masters in Adult Education – will be using the library to do research for her thesis to explore characteristics in adult literacy– working with Martha who will purchase books for the library. The goal of the end product is to bring more patrons to the library.

**13. Bill 168 Update:**

“Bill 168, an Act to amend the Occupational Health and Safety Act with respect to violence and harassment in the workplace and other matters” becomes effective June 15, 2010. Department Supervisors have received training, City of Bellevalle to provide training for all library staff.

**14. Operational Review:**

CEO gave a progress report on the Operational Review.



**15. Confirmed Events held at the Belleville Public Library in June – August 2010:**

MOVED by Mike Roberts, SECONDED by Mayor Ellis, that the Confirmed Events for June-August 2010 be received. CARRIED

**16. Statistics for May 2010:**

MOVED by Neil Ellis, SECONDED by Mike Roberts, that the Statistics for May 2010 be approved as presented. CARRIED

**17. CEO's Report:**

1. All media releases going out of the library to have CEO approval.
2. The City of Belleville's Employee Assistance Plan is now available to library staff at no cost to the library – brochures with contact # will soon be available – completely confidential - 2 training sessions to be set up in the fall.
3. CEO attended SOLS meeting in Port Hope and AMPLO ( Association of Medium Size Public Libraries in Ontario ).
4. Gallery service hours to be reduced from July 5 to September 3 – closed at 5:00 pm Monday – Wednesday. Security cameras will be installed by then; passenger elevator can be keyed off from 3<sup>rd</sup> floor.
5. Community Initiatives – Cultural Round Table – 1<sup>st</sup> meeting next week – CEO to participate, also curator from Glanmore House and director of Quinte Arts Council.
6. CEO met with Erna Sorenson of the Hastings and Prince Edward District School Board – library staff to make presentation to high school students – goal to bring more young adults into the library – beginning in September.
7. Library included in advertising for Belleville Summerfest July 15-18.
8. Gallery: John M. Parrott Art Gallery Juried Show "Music as Muse" on display until July 15. Michael Bell, director of the Agnes Etherington Gallery, Queen's University, toured the gallery with CEO. CEO and Gallery Curator working on a report on how to improve the gallery.
9. Currently weeding collection and moving things around – begin in Information Services, second floor and then move to first floor.

**18. Other Business:**

There was no other business.

**19. Adjournment:** The meeting was adjourned at 7:30 pm on a motion by Councillor Thompson.