



**The Minutes of the Regular Meeting of the Belleville Public Library Board  
on Tuesday October 15<sup>th</sup> 2013 at 6:30 PM in the Betty Colden Room  
of the Belleville Public Library**

**Present:** Councillor G. Thompson (Chair); Councillor T. Christopher; G. Fraiberg;  
Councillor J. Jenkins; E. Lindenberg; L. Pohjola; M. Roberts; R. Rooke  
T. Pross, CEO; H. Dewar, Manager of Public Service; J. Alyea, Secretary

**Regrets:** B. Phieffer

**Guest:** Chrissy Barker, Coordinator of Information Services

**Media:** None

1. **Call to Order:** The meeting was called to order by the Chair at 6:30 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 15 October 2013:**

**MOVED** by G. Fraiberg, **SECONDED** by R. Rooke, that the agenda for the Regular Meeting of 15 October 2013 be approved. **CARRIED**

4. **Motion to approve the minutes for the Regular Meeting of 17 September 2013:**

**MOVED** by M. Roberts, **SECONDED** by T. Christopher, that the minutes for the Regular Meeting of 17 September 2013 be approved. **CARRIED**

No business arising from the minutes of the Regular Meeting of 17 September 2013.

5. **Items for Information:**
  - **Statistics for September 2013**
  - **CEO's Report**

**MOVED** by T. Christopher, **SECONDED** by L. Pohjola, that the September 2013 Statistics be received for information. **CARRIED**

**MOVED** by L. Pohjola, **SECONDED** by M. Roberts, that the CEO's report be received for information. **CARRIED**

6. **Financial Statement to 30 September 2013:**

**MOVED** by M. Roberts, **SECONDED** by E. Lindenberg, that the Financial Statement to 30 September 2013 be approved. **CARRIED**



**7. Library Archives renovation project Business Continuity Plan for approval:**

A draft of the Library operational continuity plan for the Archives renovation project was presented for information and feedback. Section 4 on Communication Planning will be completed and forwarded to Board members.

**MOVED** by T. Christopher, **SECONDED** by L. Pohjola to receive the report. **CARRIED**

**8. Ad revenue program:**

Chrissy Barker, Coordinator of Information Services, presented the Advertising Revenue Prospect Report prepared by the Staff Advertising Committee.

**MOVED** by T. Christopher, **SECONDED** by L. Pohjola, to receive the report. **CARRIED**

**9. Historical records:**

The Belleville Public Library (BPL) currently retains all Board Meeting Minutes in Administration and the Corby Local History room.

**MOVED** by M. Roberts, **SECONDED** by G. Fraiberg, that all BPL Board Meeting Minutes, both Regular and Whole Committee be retained in the Library's Administrative file room for a period of 7 years, and that the Community Archives of Belleville and Hastings County be designated as the repository for all Library Board Minutes older than seven years. **CARRIED**

**10. Other Business:**

The next Library Board Meeting is scheduled for Tuesday, November 19<sup>th</sup> at 6:00 p.m.

**11. Adjournment:**

The meeting was adjourned at 7:40 pm on a motion by M. Roberts.