



**The Minutes of the Regular Meeting of the Belleville Public Library Board
on Tuesday September 17th 2013 at 6:00 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; B. Phieffer; M. Roberts
T. Pross, CEO; H. Dewar, Manager of Public Service; J. Alyea, Secretary

Regrets: L. Pohjola; R. Rooke

Media: None

1. **Call to Order:** The meeting was called to order by the Chair at 6:00 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 September 2013:**
MOVED by B. Phieffer, **SECONDED** by E. Lindenberg, that the agenda for the Regular Meeting of 17 September 2013 be approved. **CARRIED**
4. **Motion to approve the minutes for the Regular Meeting of 9 July 2013:**
MOVED by M. Roberts, **SECONDED** by G. Fraiberg, that the minutes for the Regular Meeting of 9 July 2013 be approved. **CARRIED**

No business arising from the minutes of the Regular Meeting of 9 July 2013
5. **Items for Information:**
 - **Statistics for June, July and August 2013**
 - **CEO's Report**
 - **Correspondence – July 22, 2013 letter to The Honourable Minister Michael Chan, MPP**

M. Roberts suggested that Statistics be the subject of a Library Line submitted to the media providing information on the number of people visiting the library and how it is being used. He also requested that a subtotal for Circulation be added to the Statistics report.

The OLA Superconference 2014 runs from January 29th to February 1st in Toronto. Trevor and one or two staff will be attending for the Library. The Library will cover the cost for one Board member to attend – please let Trevor know by September 30th if you are interested. B. Phieffer is attending as an OLBA representative at no cost to the library.

Chrissy Barker will attend the October meeting to report on the Library Advertising Revenue Committee.



The "One For All" Gallery Fundraiser is set for Friday, October 4th. Tickets are \$100 to receive an original piece of art valued between \$100 to \$1,000, or \$25 to attend and enjoy the evening. Fifty-two pieces of art have been generously donated by area artists. Mark Philbin of 95.5 HitsFM will host. Posters and postcards have been distributed throughout the community. E. Lindenberg will advertise on Facebook. Board members are encouraged to attend. Money raised will be used to purchase new lighting for the Gallery.

Media event for the Accessibility Workstation donated by Medigas is Thursday, September 19th.

MOVED by E. Lindenberg, **SECONDED** by J. Jenkins, that the June, July and August 2013 Statistics, CEO's report and Correspondence be received for information. **CARRIED**

6. **Financial Statement to 31 August 2013:**

MOVED by M. Roberts, **SECONDED** by G. Fraiberg, that the Financial Statement to 31 August 2013 be approved. **CARRIED**

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

MOVED by M. Roberts, **SECONDED** by G. Fraiberg, to table the Business Continuity Plan for the Library Archives renovation plan to the October meeting. **CARRIED**

8. **Collection agency update / approval:**

At the June 26, 2013 Committee of the Whole meeting, the Library Board approved a motion directing the CEO to implement a 100-day trial with Unique Management Services to begin collecting unpaid debts from Library cardholders. When the CEO began discussions with Unique about the trial, new information came out indicating that the automation for the process of collecting debts could only occur if the Library purchased a software package from our ILS vendor, Sirsi-Dynix. This software is called Debt Collect and there is an initial cost and an annual subscription fee. Because Quinte West Public Library opted to not pursue a collection agency, the costs will not be shared by them.

MOVED by J. Jenkins, **SECONDED** by M. Roberts, to rescind the motion of the June 26, 2013 Committee of the Whole meeting. **CARRIED**

MOVED by G. Fraiberg, **SECONDED** by T. Christopher, that the Library Board does not approve the purchase of the Debt Collect software and directs the CEO to present other options for collecting outstanding accounts at the next meeting, such as other collection agencies or some kind of system for the staff to work at collecting debts. **CARRIED**

9. **Fundraising Presentation – Holly Dewar:**

Holly Dewar continued her presentation on the Fundraising session she attended at the 2013 OLA SuperConference.



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

10. Slideshow for Children's Summer Reading Club:

Pictures taken during the Children's Summer Reading program were presented to the Board. The Board requested a note be sent to Soyoung Lee complimenting the Children's, Youth and Readers Services staff on the success of their summer program.

11. Other Business:

J. Jenkins commented on a news item about the first bookless library which opened in Texas four days ago.

12. Adjournment:

The meeting was adjourned at 7:50 pm on a motion by J. Jenkins. The next meeting is scheduled for Tuesday, October 15th.