



**The Minutes of the Regular Meeting of the Belleville Public Library Board
on Tuesday November 20th 2012 at 6:30 PM in the Betty Colden Room
of the Belleville Public Library**

Present: E. Lindenberg, Vice-Chair; G. Fraiberg; Councillor J. Jenkins; B. Phieffer;
L. Pohjola; M. Roberts; R. Rooke
T. Pross, CEO; Holly Dewar, Manager of Public Services; J. Alyea, Secretary

Regrets: Councillor G. Thompson; Councillor T. Christopher

Media: None

1. **Call to Order:** The meeting was called to order by the Vice-Chair at 6:35 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 20 November 2012:**

MOVED by R. Rooke, **SECONDED** by M. Roberts, that the agenda for the Regular Meeting of 20 November 2012 be approved. **CARRIED**

4. **Motion to approve the minutes for the Regular Meeting of 16 October 2012:**

MOVED by L. Pohjola, **SECONDED** by G. Fraiberg, that the minutes for the Regular Meeting of 16 October 2012 be approved. **CARRIED**

There was no business arising from the minutes.

5. **Items for Information:**
 - **Statistics for September 2012**
 - **CEO's Report**

MOVED by M. Roberts, **SECONDED** by R. Rooke, that the October 2012 Statistics and CEO's report be received for information. **CARRIED**

6. **Financial Statement to October 31, 2012:**

MOVED by M. Roberts, **SECONDED** by R. Rooke, that the Financial Statement to 31 October 2012 be approved. **CARRIED**

The Finance Committee met in November to start working on the 2013 Operating Budget. Two further meetings are scheduled to prepare a final draft budget to bring to the December Board meeting for approval. The 2013 Budget is due at City Hall by January 8, 2013.



7. Harassment and Discrimination Policy:

The CEO presented a Harassment and Discrimination Policy to the Board for approval.

MOVED by L. Pohjola, **SECONDED** by G. Fraiberg, that the Harassment and Discrimination Policy be approved as presented. **CARRIED**

8. Staff Recognition:

The Board received a copy of the final Staff Recognition Policy for information. The Library will recognize staff accomplishments and service milestones each year at an annual Staff Recognition event. The event will be organized by Administration staff. Service Awards, as outlined in the policy, will be presented at 10, 25 and 35 year intervals and upon retirement to pension after 10 years or more continuous service.

9. OLA Superconference:

The 2013 OLA Superconference is being held January 31 – February 4. Holly Dewar, Chrissy Barker and Suzanne Humphreys are the library staff attending. Beth Phieffer is attending for the Board.

Beth recommended the session Library, Archives, Museum Collaboration (LAMs) which discusses the integration of LAMs in Whitby and Leeds and the Thousand Islands. Session is scheduled on Thursday at 3:45 and 5:00 p.m. Holly will attend this session.

10. Board event for holidays:

The annual tree trimming social for staff, hosted by the Board, is scheduled for Wednesday, November 28th at 4:00 p.m. Board members will provide food and the Library will provide refreshments.

11. Friends of the library / lobby refresh:

The Friends of the Library are giving the Library \$1,500 for a Special Project to refresh the appearance of the main lobby. The CEO will explore options available and report back to the Board.

12. Food for fines program for holidays:

The Library will offer a Food for Fines program from December 3-15, 2012. Patrons can bring in food donations to have fines removed from their library card. \$2.00 in fines will be removed for each single non-perishable food item, up to a maximum of \$10.00. All donated food will be given to the Gleaners Food Bank Quinte.

13. Other Business:

1. SOLS documents from the November 2012 meeting were received.

14. Adjournment:

The meeting was adjourned at 7:50 pm on a motion by G. Fraiberg. The next meeting is scheduled for Tuesday, December 18th.