

## The Minutes of the Regular Meeting of the Belleville Public Library Board on Tuesday 22<sup>nd</sup> March 2011 at 6:00 PM in the Betty Colden Room of the Belleville Public Library

**Present:** B. Phieffer, Chair J. Jenkins, Councillor E. Lindenberg  
L. Pohjola R. Rooke G. Thompson, Councillor  
K. Tuck L. Bell, CEO J. Alyea, Secretary

**Regrets:** T. Christopher, Councillor M. Roberts

**Guest:** Brian Cousins, Director / Treasurer, City of Belleville

1. **Call to Order:** The meeting was called to order by Beth Phieffer, 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 22<sup>nd</sup> March 2011:**

MOVED by Councillor Thompson, SECONDED by Councillor Jenkins, that the agenda for the Regular Meeting of 22<sup>nd</sup> March 2011 be approved. CARRIED

4. **Motion to approve the minutes of the Regular Meeting of 15<sup>th</sup> February 2011:**

MOVED by Councillor Thompson, SECONDED by Kyle Tuck, that the minutes of the Regular Meeting of 15<sup>th</sup> February 2011 be approved. CARRIED

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

There was no business arising from the minutes of the previous meeting.

6. **Draft Budget 2011 – Library and Gallery:**

Beth Phieffer presented the proposed 2011 budget to the Board for approval. The proposed budget was approved by the Finance Committee and forwarded to Board members by e-mail prior to the meeting. Brian Cousins, Director / Treasurer for the City of Belleville, attended the meeting to answer questions. Once approved by the Board, the proposed budget will be sent to the City for final approval. City budget meetings begin on April 4, 2011. The Board Chair and CEO will attend to present the budget and answer questions.

MOVED by Larry Pohjola, SECONDED by Eric Lindenberg, that the proposed 2011 budget be accepted by the Board for presentation to the City of Belleville for final approval. CARRIED

7. Department Reports and Statistics for 2010
8. Confirmed Events held at the Belleville Public Library in March - April 2011
9. Statistics for February 2011
10. Circulation Policy

Items 7-10 were presented as Items of Information.

The Department Reports and Statistics 2010 will be used as the basis for the Annual Report to be distributed to the public.

The Circulation Policy was reformatted to make the wording clearer and easier to interpret. There were no changes made to the policy itself.

#### 11. Board Committees appointments:

Library Board Committees for 2011 are:

**Finance Committee:** Mr. Mike Roberts; Mr. Larry Pohjola; Councillor Garnet Thompson; Councillor Taso Christopher.

**Board/Staff Committee:** Mrs. Rosemary Rooke; Mr. Mike Roberts; Councillor Garnet Thompson.

**Policies & Bylaws Committee:** Mrs. Rosemary Rooke; Mr. Larry Pohjola; Councillor Garnet Thompson; Mr. Eric Lindenberg.

**Marketing Committee:** Councillor Jodie Jenkins; Mr. Kyle Tuck; Mr. Eric Lindenberg.

**Hastinet Board Reps:** Mrs. Beth Phieffer; Councillor Taso Christopher; Mr. Kyle Tuck.  
(CEO Mrs. Lesley Bell is Secretary/Treasurer).

**Federation of Ontario Public Library Reps:** Mrs. Beth Phieffer, Board Chair; Mrs. Lesley Bell, CEO.

**Southern Ontario Library (SOLS) Service Reps:** Mrs. Beth Phieffer; Mr. Mike Roberts (alternate).

The Board Chair requested that each committee set up a meeting for April or May, to appoint a chairperson for the committee.

**MOVED** by Councillor Jenkins, **SECONDED** by Eric Lindenberg, to approve the 2011 Committees as proposed.

#### 12. Financial Statements:

The 2011 monthly Financial Statements are being prepared by the City. Copies will be provided to Board Members as soon as they are available.

**13. Other Business:**

**1. Principles of Effective Library Governance and Leadership Workshop Proposal:**

A proposal was put forward to hold a Board Orientation Workshop with emphasis on fundamental library governance and leadership responsibilities. The workshop is part of the Leadership by Design program developed for OLBA by Margaret Andrewes and Randee Loucks. The three hour workshop could be scheduled for an evening or on a Saturday. A meal would be provided. Funding for the workshop has been included under Staff Training and Development in the 2011 budget.

**MOVED** by Councillor Thompson, **SECONDED** by Rosemary Rooke, to accept the proposal for a Board Orientation Workshop, to be held Wednesday, April 27, 2011 from 5:30 – 8:30 p.m. **CARRIED**

**2. Fundraising for Libraries:**

Councillor Thompson proposed the Board arrange to have a presentation on Fundraising for Libraries. He met a person involved with fundraising with the Barrie Public Library when he attended the 2010 OLA Conference. Beth Phieffer will follow up and report back to the Board.

3. The CEO has been asked by staff if they are allowed to attend Board meetings. Staff can attend and observe at meetings. Staff must receive permission in advance of the meeting if they wish to speak on an issue or make a presentation to the Board.
4. Eric Lindenberg advised that Sony has a program where they give libraries e-readers to use. Sony provides a display to advertise their merchandise with the hope that the libraries will purchase e-readers for loaning to patrons. Eric will research further details and other libraries that have used this program and report back to the Board.
5. It was agreed that Board Meetings will begin at 6:00 p.m.

**14. Adjournment:** The meeting was adjourned at 7:10 pm on a motion by Councillor Thompson.