



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

**The Minutes of the Regular Meeting of the Belleville Public Library
Board on Tuesday, 18 June 2024 at 6:00 PM**

Present: Councillor P. Carr (Chair); P. Appolon; A. Hallaran; R. Ingersoll; G. Fraiberg (remote); E. Lindenberg; M. Roberts

T. Pross, CEO; H. Dewar, Manager of Public Service;
J. Van Manen, Administrative Assistant

Regrets: Councillor L. Chatten; Councillor C. Malette

Guest: Katie Mahon, KPMG Auditor

Media: None

1. **Call to Order:** The meeting was called to order by the Chair at 6:08 p.m.

2. **Declarations of pecuniary interest by Board Members:** None

3. **Motion to approve the agenda for the Regular Meeting of 18 June 2024:**

MOVED by E Lindenberg, **SECONDED** by M. Roberts, THAT the agenda for the Regular Meeting of 18 June 2024 be approved. **CARRIED**

4. **Motion to approve the minutes for the Regular Meeting of 16 April 2024:**

MOVED by P. Appolon, **SECONDED** by A. Hallaran, THAT the minutes for the Regular Meeting of 16 April 2024 be approved. **CARRIED**

No business arising from the minutes.

5. **2023 Audited Financial Statements for approval - presented by KPMG Auditor**

MOVED by M. Roberts, **SECONDED** by R. Ingersoll, THAT the 2023 Audited Financial Statements be approved as presented. **CARRIED**



6. Items for Information

- **Statistics April and May 2024**
- **Media Report**

MOVED A. Hallaran, **SECONDED** by E. Lindenberg, THAT the items for information be received. **CARRIED**

7. Financial Statement to 31 May 2024

MOVED by M Roberts, **SECONDED** by E. Lindenberg, THAT the Financial Statement to 31 May 2024 be approved as presented. **CARRIED**

8. Policy Approval: 2024 Health and Safety policy

MOVED by A. Hallaran, **SECONDED** by P. Appolon, THAT the Health and Safety policy be approved as presented. **CARRIED**

9. Report to the Belleville Public Library Board 24_07: New website design and hosting funding approval

MOVED by R. Ingersoll, **SECONDED** by M. Roberts, THAT the Board directs the CEO to enter into an agreement with a new company to assist with the development, creation and ongoing hosting of a new website for the library and gallery, at a cost not to exceed \$14,000 inclusive of all design and hosting fees for 2024, funded by the McConnell Special Project Reserve Account, with future hosting fees approved as part of the regular operating budget approval process. **CARRIED**

10. Report to the Belleville Public Library Board 24_08: Gallery accession of donated paintings to permanent collection

MOVED by A. Hallaran **SECONDED** by P. Appolon, THAT the Board receives report 24_08: Gallery accession of donated paintings to permanent collection and approves the accession of all donated items as recommended by the Gallery Curator. **CARRIED**

11. Report to the Belleville Public Library Board 24_09: Draft revised Hastinet Agreement with Quinte West Public Library

MOVED by R. Ingersoll, **SECONDED** by A. Hallaran, THAT the Board approves the draft revised Hastinet Agreement with Quinte West Public Library, and directs the CEO to present the draft revised agreement to the CEO of Quinte West Public Library for review and feedback by the Quinte West Public Library Board; AND THAT upon approval by or after receiving feedback from the Quinte West Public Library Board, the Board directs the CEO to bring a second or final draft of the agreement to the Board for



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

review and approval at a future meeting. **CARRIED**

12. Report to the Belleville Public Library Board 24_10: Funding approval for new public printing solution

MOVED by M. Roberts **SECONDED** by P. Appolon, THAT the Board approves funding of up to \$6,000 from the Capital Equipment Reserve for the implementation of a new cloud-based public printing system with capabilities for credit card payments, offering patrons the ability to copy/scan using the library public photocopiers, to print from the library public computers, or to print from their own mobile devices, to be offered to the public before the end of 2024. **CARRIED**

13. Motion to enter into In Camera session to consider the following items, pursuant to the Public Libraries Act, s. 16.1:

- In camera report on matters related to labour relations / employee negotiations

MOVED by A. Hallaran, **SECONDED** by P. Appolon, THAT the Board enter into In Camera Session. **CARRIED**

14. Motion to go out of In Camera session and return to the Regular Meeting

MOVED by E. Lindenberg, **SECONDED** by P. Appolon, THAT the Board go out of In Camera session and return to the Regular Meeting. **CARRIED**

15. Other business: None

16. Next meeting September 17, 2024

Adjournment: The meeting was adjourned at 6:57 p.m. on a motion by M. Roberts