



The Minutes of the Regular Meeting of the Belleville Public Library Board on Tuesday 16 November 2010 at 6:30 PM in the Betty Colden Room of the Belleville Public Library

Present: B. Phieffer, Chair T. Christopher, Councillor N. Ellis, Mayor
 J. Jenkins E. Jourard M. Roberts
 R. Rooke G. Thompson, Councillor L. Bell, CEO
 J. Alyea, Secretary

1. **Call to Order:** The meeting was called to order by the Chair, Beth Phieffer at 6:45 PM.
2. **Declarations of Interest by Board Members:** There were no Declarations of Interest.
3. **Motion to approve the agenda for the Regular Meeting of 16 November 2010:**

Beth Phieffer, Chair, added two items to Other Business:

1. Federation of Public Libraries (FOPL).
2. Staff Tree Decorating

MOVED by Eleanor Jourard, **SECONDED** by Jodie Jenkins, that the agenda for the regular meeting of 16 November 2010 including two additions be approved. **CARRIED**

4. **Motion to approve the minutes of the Regular Meeting of 21 September 2010:**

MOVED by Mike Roberts, **SECONDED** by Rosemary Rooke, that the minutes of the Regular Meeting of 21 September 2010 be approved. **CARRIED**

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

1. OLA Membership: Membership to be renewed after new board appointed.
2. Art Sharing Program: The CEO is recommending lending Manley Macdonald paintings from our collection to the Belleville Club. The paintings will be secured to the wall, with a label indicating they are owned by the library. Insurance will be provided by Belleville Club. The suggestion is to lend 3 paintings initially, on a rotating basis.

MOVED by Mike Roberts, **SECONDED** by Rosemary Rooke, to lend Manley Macdonald paintings to the Belleville Club with a contract stating the lending date and expected return date. **CARRIED**



6. Accounts & Expenses

MOVED by Mike Roberts, SECONDED by Eleanor Jourard, that the accounts for June, July, August, September and October 2010 be approved. CARRIED

7. Interim Financial Statement:

The financial statement is being prepared and should be available for the next meeting.

2011 Budget meeting to be scheduled in January.

Garnet Thompson joined the meeting at 7:00 pm.

8. Confirmed Events held at the Belleville Public Library in November - December 2010:

MOVED by Mike Roberts, SECONDED by Rosemary Rook, that the Confirmed Events for November - December 2010 be received. CARRIED

9. Statistics for September and October 2010:

MOVED by Rosemary Rooke, SECONDED by Eleanor Jourard, that the Statistics for September and October 2010 be approved as presented. CARRIED

10. John M. Parrott Gallery – hours of opening:

The October agenda included a recommendation to reduce the John M. Parrott Art Gallery hours with two options presented. The October meeting was cancelled due to a lack of quorum. A poll of board members was conducted by e-mail. Seven members responded. Four of five members voted to change the hours to :

Monday:	Closed
Tuesday & Wednesday:	9:30 a.m. to 5:00 p.m.
Thursday:	9:30 a.m. to 8:00 p.m.
Friday:	9:30 a.m. to 5:00 p.m.
Saturday:	9:30 a.m. to 5:30 p.m.

Change of hours to take effect Monday, December 6, 2010.

11. Pay Equity Maintenance:

Discussions about Pay equity maintenance are scheduled to begin in January 2011.

12. Fast Lane Collection:

Information about the new Fast Lane Collection was provided to board members. The collection will be available to the public at the end of November.



13. United Way participation:

The library are now participating in the City's United Way Campaign. Fundraising includes donating through payroll deduction, silent auction, cookbooks for sale and pizza days.

14. Block on patron borrowing:

The amount of fines incurred to block a patron library card will be increased from \$5.00 to \$10.00. Quinte West have also increased the amount to \$10.00.

15. CEO's Report:

1. A Debit/Credit machine has been installed at the Circulation Desk. It has been working well for both staff and public. Cash is now balanced daily.
2. The library now has an Official Fire Plan in place. A fire drill was held in November, with another planned for 2011.
3. A new TeleCirc software has been ordered with planned installation December 2010. Horizon will be updated to release 7.5, scheduled for the end of January 2011 with 2 days downtime.

16. Other Business:

1. **Federation of Ontario Public Libraries (FOPL):** Beth Phieffer received correspondence to join FOPL. The library was a member of FOPL in 2010. Renewal is due in January 2011.
2. **Next Board Meeting and staff tree decorating:** The next meeting of the Library Board is rescheduled for Wednesday, December 8, followed by a staff tree decorating party, hosted by board members. The Board will send an invitation to staff.

17. Adjournment: The meeting was adjourned at 7:30 pm on a motion by Jodie Jenkins.