



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, 15 April 2025 at 6:00 PM**

**Present:** Councillor P. Carr (Chair); P. Appolon; G. Fraiberg; R. Ingersoll;  
S. Jennings; E. Lindenberg; M. Roberts; Councillor M. Seu

T. Pross, CEO; H. Dewar, Manager of Public Service;  
J. Van Manen, Payroll and Accounts Administrator

**Regrets:** Councillor C. Malette

**Media:** None

1. **Call to Order:** The meeting was called to order by the Chair at 5:58 p.m.

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

3. **Motion to approve the agenda for the Regular Meeting of 15 April 2025**

**MOVED** by Councillor Seu, **SECONDED** by G. Fraiberg, THAT the agenda for the Regular Meeting of 15 April 2025 be approved. **CARRIED**

4. **Motion to approve the minutes for the Regular Meeting of 18 February 2025**

**MOVED** by M. Roberts, **SECONDED** by Councillor Seu, THAT the minutes for the Regular Meeting of 18 February 2025 be approved. **CARRIED**

No business arising from the minutes.

5. **Report to the Belleville Public Library Board 25\_03: Final 2024 transfer to reserves**

**MOVED** by P. Appolon, **SECONDED** by S. Jennings, THAT the Board authorizes the transfer of \$50,000 from the 2024 operating budget to the Capital Equipment Reserve. **CARRIED**

6. **2024 Audited Financial Statements for approval – presented by KPMG Auditor**

**MOVED** by M. Roberts, **SECONDED** by R. Ingersoll, THAT the 2024 Library Board Audited Financial Statement, and the 2024 Library Board Trust Funds Audited Financial Statement, be approved as presented. **CARRIED**



## 7. Items for Information

- **Statistics February and March 2025**
- **Media Report**

**MOVED** by S. Jennings, **SECONDED** by M. Roberts, THAT the items for information be received. **CARRIED**

## 8. Financial Statement to 31 March 2025

**MOVED** by M. Roberts, **SECONDED** by P. Appolon, THAT the Financial Statement to 31 March 2025 be approved as presented. **CARRIED**

## 9. Report to the Belleville Public Library Board 25\_04: Accession of donated Manly MacDonald oil painting

**MOVED** by S. Jennings, **SECONDED** by R. Ingersoll, THAT the Board accepts the following donated painting into the John M. Parrott Art Gallery's permanent collection, as per the recommendation of the Gallery Curator: *Stopping by on a Snowy Day by Manly MacDonald*. **CARRIED**

## 10. Policy update: BPL005 Circulation Services

**MOVED** by Councillor Seu, **SECONDED** by S. Jennings, THAT the Board approves revised policy BPL005 Circulation Services as presented. **CARRIED**

## 11. Policy update: BPL019 Use of Library Resources during Elections

**MOVED** by P. Appolon, **SECONDED** by R. Ingersoll, THAT the Board approves revised Policy BPL019 Use of Library Resources during Elections as presented. **CARRIED**

## 12. Annual Policy review: BPL007 Harassment and Discrimination

**MOVED** by Councillor Seu, **SECONDED** by S. Jennings, THAT the Board approves policy BPL007 Harassment and Discrimination as presented. **CARRIED**

## 13. Annual Policy review: BPL006 Workplace Violence Prevention and Response

**MOVED** by M. Roberts, **SECONDED** by P. Appolon, THAT the Board approves policy BPL006 Workplace Violence Prevention and Response as presented. **CARRIED**



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**14. Report to the Belleville Public Library Board 25\_05: Asset Management Plan levels of service approval**

**MOVED** by R. Ingersoll, **SECONDED** by Councillor Seu, THAT the Board approves the Asset Management Plan levels of service as presented. **CARRIED**

**15. 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 S. Jennings, **SECONDED** by R. Ingersoll, THAT the Board enter into In Camera Session. **CARRIED**

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

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

**17. Other business:**

**18. Next meeting June 17, 2025**

**Adjournment:** The meeting was adjourned at 6:31 p.m. on a motion by E. Lindenberg.