



**The Minutes of the Regular Meeting of the Belleville Public Library Board on
Tuesday, 17 June 2025 at 6:00 PM**

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

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

Regrets: S. Jennings

Media: None

1. **Call to Order:** The meeting was called to order by the Chair at 6:04 p.m.

Councillor Carr welcomed Councillor Kelly Henderson to the Library Board as the new Council appointed Trustee.

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

3. **Motion to approve the agenda for the Regular Meeting of 17 June 2025**

MOVED by E. Lindenberg, **SECONDED** by M. Roberts, THAT the agenda for the Regular Meeting of 17 June 2025 be approved. **CARRIED**

4. **Deputation by Shahid Mahmood and Sean McNeill – Concerns about Policy on Room Rentals**

MOVED by R. Ingersoll, **SECONDED** by P. Appolon, THAT the Board receives the Deputation by S. Mahmood and S. McNeill. **CARRIED**

5. **Motion to approve the minutes for the Regular Meeting of 15 April 2025**

MOVED by Councillor Seu, **SECONDED** by M. Roberts, THAT the minutes for the Regular Meeting of 15 April 2025 be approved. **CARRIED**

No business arising from the minutes.



6. Items for Information

- **Statistics April and May 2025**
- **Media Report**

MOVED by Councillor Henderson, **SECONDED** by R. Ingersoll, THAT the items for information be received. **CARRIED**

7. Financial Statement to 31 May 2025

MOVED by M. Roberts, **SECONDED** by R. Ingersoll, THAT the Financial Statement to 31 May 2025 be approved as presented. **CARRIED**

8. Board closure dates addendum for approval – 2025 Sundays in July and August, and staff and volunteer appreciation event

MOVED by P. Appolon, **SECONDED** by E. Lindenberg, THAT the Board approves 2025 closure dates addendum as presented. **CARRIED**

9. Report to the Belleville Public Library Board 25_06: Accession of donated Manly MacDonald oil painting “Hilltop View of the Long Reach in Summer”

MOVED by E. Lindenberg, **SECONDED** by P. Appolon, 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: *Hilltop View of the Long Reach in Summer*. **CARRIED**

10. Report to the Belleville Public Library Board 25_07: Capital budget request to City for 2026 for approval

MOVED by R. Ingersoll, **SECONDED** by Councillor Seu, THAT the Board approves the 2026 Capital Budget request to City Council as presented. **CARRIED**

11. Report to the Belleville Public Library Board 25_08: Launch of fundraising campaign for mobile and self-serve solutions to increase service to the community

MOVED by M. Roberts, **SECONDED** by Councillor Henderson, THAT the Board receives Report 25_08 and directs the CEO to gather information and to pursue fundraising and grant opportunities in support of the future provision of mobile and self-service options for Belleville and Tyendinaga Mohawk Territory, including a mobile library (Bookmobile); AND THAT the Board authorizes the creation of a new Library reserve account for compilation of funds to support this initiative. **CARRIED**



12. Policy Approval: BPL028 Procurement of Goods and Services

MOVED by Councillor Henderson, **SECONDED** by Councillor Seu, THAT the Board approves policy BPL028 Procurement of Goods and Services as presented.

CARRIED

13. Report to the Belleville Public Library Board 25_09 Award of contract for security guard services 2025-2027

MOVED by G. Fraiberg, **SECONDED** by M. Roberts, THAT the Board approves the award of the contract for security guard services at Belleville Public Library from 1 August 2025 to 31 July 2027 to Blackbird Security Inc., after the scoring and evaluation of all proposals received to Request for Proposal P-04-25 Supply of Security Services for Belleville Public Library Board were completed, being the bidder with the highest evaluation score, as recommended by the CEO and the Project Evaluation Team, for a total cost of \$173,902.50 plus HST, as submitted in their RFP submission dated 9 April 2025. **CARRIED**

14. 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 R. Ingersoll, **SECONDED** by Councillor Seu, THAT the Board enter into In Camera Session. **CARRIED**

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

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

16. Other business:

17. Next meeting September 16, 2025

Adjournment: The meeting was adjourned at 6:51 p.m. on a motion by G. Fraiberg.