



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, 21 October 2025 at 6:00 PM in the Board Room**

Present: Councillor P. Carr (Chair); P. Appolon; G. Fraiberg;
Councillor K. Henderson; S. Jennings; 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: None

Media: None

1. **Call to Order:** The meeting was called to order by the Chair at 6:00 p.m.

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

3. **Motion to approve the agenda for the Regular Meeting of 21 October 2025**

MOVED by G. Fraiberg, **SECONDED** by Councillor Seu, THAT the agenda for the Regular Meeting of 21 October 2025 be approved. **CARRIED**

4. **Motion to approve the minutes for the Regular Meeting of 16 September 2025**

MOVED by M. Roberts, **SECONDED** by Councillor Henderson, THAT the minutes for the Regular Meeting of 16 September 2025 be approved. **CARRIED**

No business arising from the minutes.

5. **Items for Information**

- **Statistics September 2025**
- **Media Report**

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

The CEO will prepare a report on the number of people entering the building over the last ten years to be presented at the November meeting.



6. Financial Statement to 30 September 2025

MOVED by R. Ingersoll, **SECONDED** by M. Roberts, THAT the Financial Statement to 30 September 2025 be approved as presented. **CARRIED**

7. New Policy: BPL 029 Sale and disposition of real property

MOVED by Councillor Henderson, **SECONDED** by P. Appolon, THAT the Board approves policy BPL 029 Sale and disposition of real property as presented. **CARRIED**

8. Board meeting and closure dates for 2026

MOVED by S. Jennings, **SECONDED** by R. Ingersoll, THAT the Board approves Board meeting and closure dates for 2026 as presented with the addition of Family Day, Monday February 16, 2026. **CARRIED**

9. Operating Budget and Municipal grant request approval

MOVED by Councillor Carr, **SECONDED** by Councillor Henderson, THAT the Board approves the Draft 2026 Operating Budget with the following amendments: increase the reserve transfer revenue and reduce the requested Municipal Operating Grant amount to result in a 2.5% increase over the 2024 Municipal Operating Grant amount. The Board directs the CEO to submit the amended budget and Municipal Operating Grant request to the City of Belleville for Council's consideration. **CARRIED**

The CEO will prepare a report on the purpose and labeling of Board reserve fund accounts to be presented at the November meeting.

The CEO will provide information to the Board about the legal agreement between the Board, the City of Belleville, and the County of Hastings for the funding of operations for the Community Archives of Belleville and Hastings County.

10. Strategic action plan update: Self-serve options and bookmobile fundraising

MOVED by E. Lindenberg, **SECONDED** by P. Appolon, THAT the Board receives Strategic action plan update: Self-serve options and bookmobile fundraising for information. **CARRIED**



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11. Other business:

The CEO distributed letters and group photos from the Mayor to Trustees in recognition of their volunteer work on the Board.

The CEO invited the Board to attend the Belleville Arts Festival launch event with Author Charlotte Gray on Saturday, November 1st, 2025 at 2:00 pm.

12. Adjournment: The meeting was adjourned at 7:00 p.m. on a motion by M. Roberts.

Next meeting: November 18, 2025