



The Minutes of the Regular Meeting of the Belleville Public Library Board on Tuesday 20 January 2009 at 6PM in the Betty Colden Room of the Belleville Public Library

Present:

B. Brown	T. Christopher, Councillor
N. Ellis, Mayor	M. Gagnon, CEO
J. Jenkins	E. Jourard
B. Phieffer	M. Roberts
R. Rooke	G. Thompson, Councillor & Chair

1. Election of Officers

Nominations for Library Board Chair: The current Library Board Chair is G. Thompson. G. Thompson is nominated as Library Board Chair by T. Christopher; the nomination is seconded by N. Ellis. No further nominations were made.

R20-01-2009-001 **MOVED** by T. Christopher, **SECONDED** by N. Ellis, that G. Thompson be elected as Library Board Chair.

CARRIED.

Nominations for Vice Chair: The current Vice Chair is T. Christopher. T. Christopher is nominated as Vice Chair by M. Roberts; the nomination is seconded by R. Rooke. No further nominations were made.

R20-01-2009-002 **MOVED** by M. Roberts, **SECONDED** by R. Rooke, that T. Christopher be elected as Vice Chair.

CARRIED.

Nominations for Chair of the Finance Committee: The current Chair of the Finance Committee is M. Roberts. M. Roberts is nominated as Chair of the Finance Committee by R. Rooke; the nomination is seconded by B. Phieffer. No further nominations were made.

R20-01-2009-003 **MOVED** by R. Rooke, **SECONDED** by B. Phieffer, that M. Roberts be elected as Chair of the Finance Committee.

CARRIED.

2. Call to Order: The Meeting Was Called To Order By The Chair, G. Thompson At 6:00PM.

3. Declarations of Interest by Board Members: There were no Declarations of Interest.



4. Motion to Approve the Agenda for the Regular Meeting of 20 January 2009

R20-01-2009-004 **MOVED** by B. Phieffer, **SECONDED** by T. Christopher, that the Agenda for the Regular Meeting of 20 January 2009 be approved as amended.

CARRIED.

5. Motion to Approve the Minutes of the Regular Meeting of 18 November 2008

R20-01-2009-005 **MOVED** by M. Roberts, **SECONDED** by E. Jourard, that the Minutes of the Regular Meeting of 18 November 2008 be approved as presented.

CARRIED.

6. Motion to Approve the Notes of the Property Committee Meeting of 26 November 2008

R20-01-2009-006 **MOVED** by B. Phieffer, **SECONDED** by R. Rooke, that the Notes of the Property Committee Meeting of 26 November 2008 be approved as presented.

CARRIED.

7. Motion to Approve the Minutes of the Finance Committee Meeting of 14 January 2009

R20-01-2009-007 **MOVED** by M. Roberts, **SECONDED** by B. Brown, that the Minutes of the Finance Committee Meeting of 14 January 2009 be approved as presented and that the Revised Draft Library Budget for 2009 be accepted as presented and forwarded to City of Bellevalle Treasury Department.

CARRIED UNANIMOUSLY.

8. Business Arising from the Minutes of the Previous Meeting: There was no Business Arising from the Minutes of the Previous Meeting discussed at the Meeting.

9. Accounts & Expenses for the Months of November and December of 2008

R20-01-2009-008 **MOVED** by M. Roberts, **SECONDED** by R. Rooke, that the Accounts & Expenses for the Months of November and December of 2008 be approved as presented.

CARRIED.

10. Interim Financial Statement to 31 December 2008

R20-01-2009-009 **MOVED** by M. Roberts, **SECONDED** by B. Phieffer, that the Interim Financial Statement to 31 December 2008 be approved as presented.

CARRIED.



Belleville Public Library and John M. Parrott Art Gallery
254 Pinnacle Street, Belleville, Ontario K8N 3B1
TEL: (613) 968-6731 FAX: (613) 968-6841 WEB: www.bellevillelibrary.com

11. Confirmed Events held at the Belleville Public Library in December 2008 and January 2009

R20-01-2009-010 **MOVED** by M. Roberts, **SECONDED** by B. Brown, that the Confirmed Events held at the Belleville Public Library in December 2008 and January 2009 be approved as presented.

CARRIED.

The next Gallery Opening Reception is scheduled for Saturday 7 February 2009 from 2:00pm - 4:00pm and is entitled "Catch the Spirit" -- An exhibition in various media by the Members of Spirit of the Hills, Northumberland Hills Arts Association. B. Phieffer and G. Thompson will attend.

12. Statistics for November and December 2008

R20-01-2009-011 **MOVED** by E. Jourard, **SECONDED** by B. Phieffer, that the Statistics for November and December 2008 be approved as presented.

CARRIED.

13. Staff Reports

a) CEO's Report

- i. **Health and Safety Memorandum for 2009:** Please see the attached Memorandum RE: Health and Safety. The Library Board Chair is requested to sign the form indicating that this item is in effect for 2009.
- ii. **Electronic Displays in the Library Building:** I have been in contact with Stuart Smith of Future Signs Ltd in regards to having Flat Panel TVs installed in the building as per the plans for the Foyer Redecoration.
- iii. **Library Board Orientation Kit - 2004 – Module 5: The Role of the board: Governance:** Please find attached a copy of the Library Board Orientation Kit - 2004 – Module 5: The Role of the board: Governance document for use with the session on Governance.
- iv. **Ontario Public Library Governance at-a-glance:** Please find a copy of the hand out Ontario Public Library Governance at-a-glance document for use with the session on Governance.
- v. **Letter from Soyoung Lee, Head of Children's and Youth Services Department RE: use of the Story Room:** Please find attached a request from Soyoung Lee regarding the use of the Story Room.

R20-01-2009-012 **MOVED** by B. Phieffer, **SECONDED** by R. Rooke, that the Recommendation by S. Lee, Head of the Children's and Youth Services Department be accepted and the recommendation adopted with the proviso that the Children's Programming Room remain available for rent for Children's Parties by Special Request.

CARRIED.



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- vi. **Exhibition Application Form Update:** As presented the Gallery would like the Library Board to approve the updated Exhibition Application Form.

R20-01-2009-013 **MOVED** by B. Phieffer, **SECONDED** by R. Rooke, that the updated Exhibition Application Form is approved and the recommendation made by S. Holland is adopted.

CARRIED.

R20-01-2009-014 **MOVED** by M. Roberts, **SECONDED** by R. Rooke, that the Staff Reports be received.

CARRIED.

14. Other Business:

- i. **Alliance Security – Security Camera System Quote:** T. Christopher recommended that the Quote from Alliance Security be forwarded to the Property Committee for investigation. N. Ellis recommended that the Library invite M. Coyle, Head of the City's IT Department to any discussion about Policy regarding use of security cameras. G. Thompson also recommended an invitation be made to M. Coyle for his input in discussion regarding security camera costs at the City.
- ii. **Request for Report on Gallery Programming:** G. Thompson requested that S. Holland, Curator present a report on programming in the Gallery for 2009.
- iii. **Request for Deputation to Transport Committee RE: Bus Wrap:** T. Christopher made the following motion:

R20-01-2009-015 **MOVED** by T. Christopher, **SECONDED** by M. Roberts, that Chair of the Library Board and the Chair of the Marketing Committee go as a deputation to the Transport Committee to learn about the Bus Wrap program currently being used by City of Belleville buses.

CARRIED.

15. Adjournment: **MOVED** by T. Christopher, **SECONDED** by B. Phieffer that the Meeting be adjourned. The Committee of the Regular Meeting of the Belleville Public Library Board was adjourned at 6:40PM. The next Committee of the Whole Meeting of the Library Board will be held on Tuesday 17 February 2008 at 6:30PM in the Betty Colden Room of the Belleville Public Library and John M. Parrott Art Gallery.

16. A Presentation by P. Malcolm on **Governance** followed the Library Board Meeting; that session finished at 8:00 PM.