



## The Minutes of the Annual and Regular Meeting of the Belleville Public Library Board on Tuesday 18<sup>th</sup> January 2011 at 6:00 PM in the Betty Colden Room of the Belleville Public Library

**Present:** T. Christopher, Councillor J. Jenkins, Councillor E. Lindenberg  
B. Phieffer L. Pohjola M. Roberts  
R. Rooke G. Thompson, Councillor L. Bell, CEO  
J. Aylea, Secretary

**Regrets:** K. Tuck

1. **Call to Order:** The meeting was called to order by Lesley Bell, CEO at 6:10 pm.

2. **Introduction of Board Members:**

This was the first meeting of the 2010-2014 Library Board. Each Board member made a brief introduction. Library borrowing cards were given to Board members who did not already have one.

3. **Board Orientation – overview:**

A Library Board Orientation session is scheduled for Tuesday, February 8<sup>th</sup> at 6:00 pm, to cover governance, library mission and vision. A tour of the building is to be scheduled for the three new Board members.

4. **Election of Officers:**

1. The CEO called for nominations for Board Chair. Councillor Christopher nominated Beth Phieffer, seconded by Rosemary Rooke. Beth Phieffer accepted the nomination. No further nominations were made and nominations were closed.

Beth Phieffer was elected Board Chair by acclamation.

Beth Phieffer chaired the remainder of the meeting.

2. The Chair called for nominations for Vice-Chair. Councillor Jenkins nominated Councillor Garnet Thompson, seconded by Mike Roberts. Councillor Thompson accepted the nomination.

Councillor Christopher nominated Councillor Jodie Jenkins, seconded by Councillor Thompson. Councillor Jenkins declined the nomination. Nominations were closed.

Councillor Thompson was elected Vice-Chair by acclamation.



3. The Chair called for nominations for Chair of the Financial Management Committee. Councillor Thompson nominated Mike Roberts, seconded by Rosemary Rooke. Mike Roberts accepted the nomination. No further nominations were made and nominations were closed.

Mike Roberts was elected Chair of the Financial Management Committee by acclamation.

**5. Board Committees – discussion:**

A list of current Board committees was reviewed. Committee structure will be reviewed and members appointed after the Board Orientation session.

6. **Declarations of pecuniary interest by Board Members:** There were no declarations of pecuniary interest.

**7. Motion to approve the agenda for the Regular Meeting of 18<sup>th</sup> January 2011:**

**MOVED** by Larry Pohjola, **SECONDED** by Eric Lindenberg, that the agenda for the regular meeting of 18<sup>th</sup> January 2011 be approved. **CARRIED**

**8. Motion to approve the minutes of the Regular Meeting of 8<sup>th</sup> December 2010:**

**MOVED** by Councillor Thompson, **SECONDED** by Mike Roberts, that the minutes of the regular meeting of 8<sup>th</sup> December 2010 be approved. **CARRIED**

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

There was no business arising.

**10. Y'Wanna Hav A Café – January 11<sup>th</sup> letter**

1. A letter was received from Jim Ingram, owner of Y'Wanna Hav A Café, dated January 11, 2011. He is asking the board to reconsider his request to close the café at 2:00 pm on Saturdays beginning immediately until March 26, 2011. The café would remain open regular hours for special events at the request of the library.

**MOVED** by Larry Pohjola, **SECONDED** by Mike Roberts, to accept the request of Y'Wanna Hav A Café owner Jim Ingram to close the café on Saturdays from January 22 to March 26, 2011, with the agreement to remain open until regular closing time of 4:00 pm, at the request of the library, for special events. **CARRIED**

**11. Accounts & Expenses for the month of December 2010:**

Accounts and Expenses for December 2010, and year-end financial statement should be available by the end of January 2011.



## **12. Confirmed Events held at the Belleville Public Library in January – February 2011:**

Councillor Christopher inquired why the list of Facilities Rentals does not include the names of people renting the rooms. A list identifying the groups is posted in the foyer.

The Confirmed Events for January – February 2011 were accepted as presented.

## **13. Statistics for November and December 2010:**

November and December 2010 statistics were accepted as presented.

## **14. CEO's Update, Horizon upgrade – January 26<sup>th</sup> and 27<sup>th</sup>**

- 1. OLA SuperConference:** Staff will be attending the OLA SuperConference from February 2<sup>nd</sup> to 5<sup>th</sup>. Library Board Trustees can attend for 50% of the regular admission cost. Staff must be a member of OLA in order for the Library to fund their attendance at the conference.
- 2. Coordinator of Information and Web Services:** The new Coordinator of Information and Web Services has been hired. Trevor Pross joins the staff on January 31, 2011. Trevor replaces Elizabeth Mitchell who retired in August 2010.
- 3. Horizon upgrade - January 26<sup>th</sup> and 27<sup>th</sup>:** An upgrade of the Horizon on-line catalogue will be done on January 26<sup>th</sup> and 27<sup>th</sup>. The system will be down for up to 2 days. New staff computers are scheduled to be installed during this time.
- 4. Microform Reader/Printer:** A new Microform Reader/Printer has been purchased for Information Services with help from the Friends of the Library.

## **15. Other Business:**

- 1. Library Board Meeting Dates and Time:** The dates and times of Library Board meetings are to be made available to the public through the library's website.
- 2. Capital Projects:** A list of building needs should be compiled and submitted to the City for consideration in their Capital Budget planning.
- 3. DVDs:** Councillor Thompson presented the library with 32 Walt Disney Classic DVDs donated by the Kiwanis Club of Belleville.

## **16. Adjournment:** The meeting was adjourned at 8:00 pm on a motion by Rosemary Rooke.