

Meeting Minutes: December 1, 2010

Place: Central Library Community Room

Date: December 1, 2010

Attending: Commissioners Timothy Moriarty and Vera O'Connor

Absent Chairman Stephen Cary

Staff: Molly Fogarty, Library Director
 John Ramsay, Assistant Library Director
 Carol Leaders, Business Manager
 Janet Stupak, Community Relations Coordinator (*minute taker*)

Call to order: 5:45 p.m.

Agenda Item	Discussion & Decisions	Action Items (follow up)
1. Approval of Minutes from the November 3, 2010 Library Commission Meeting	<p>In the absence of Chairman Cary, Ms. O'Connor, Commission Secretary, led the meeting. Mr. Moriarty moved, and Ms. O'Connor seconded the motion to accept the minutes of the November 3, 2010 meeting of the Springfield Library Board of Commissioners.</p> <p>The motion passed.</p>	
2. Library Advisory Committee Reports	<p>Kat Wright reported that the Mason Square Library Grand Reopening Committee would be meeting tonight, following the Library Commission meeting.</p>	
3. Commission Committee Reports	<p>None.</p>	
4. Chairman's Report:	<p>None, due to Mr. Cary's absence.</p>	
5. Director's Report:	<p>Ms. Fogarty reported that she had met with Mayor Sarno and Bishop Timothy McDonnell regarding construction of a parking lot between the Central Library and St. Michael's Cathedral. DPW Director Al Chwalek is working on a plan that would give the Library about 40 parking spaces in the new lot.</p> <p>Ms. Fogarty stated that the Library's Budget Narrative has been submitted to the City, with our goals and objectives fitting with those of the City. Level service funding is expected. A new HVAC system at the Pine Point Branch Library is on the City's Capital Project list.</p> <p>Ms. Leaders gave an update on renovation progress at the Mason Square Branch Library:</p> <ul style="list-style-type: none"> • All locks in the building have been changed. 	

	<ul style="list-style-type: none"> • Met with Citizen's Security and changed all security codes. • A new library sign should be installed before Christmas. • Met with Valley Communications concerning the telephone system, and the possibility of a VoIP (Voice over Internet Protocol) system. • Met with deRenzy Document Solutions regarding printer/copier/fax machine. • Painting of walls and ceilings is nearly complete. Shelves are being sanded and stained. • Roof repair scheduled to begin week of December 6. • Staff now tagging materials with RFID (radio frequency identification) labels. <p>Mr. Ramsay told Commissioners that the Library had applied for LSTA grants, both a Preservation Grant and a Conversation Circles Grant.</p>	
<p>6. Other Business:</p>	<p>The Library Commission commended City Solicitor Ed Pikula on his patience and guidance of a peaceful transfer of the Mason Square Library building to the Library Department.</p>	

7. Adjournment The meeting was adjourned at 6:30 p.m.

Vera O'Connor
Secretary

Approved: January 5, 2011