

Board of Library Commissioners

Meeting Minutes: December 15, 2005

Barbara Garvey, Chair called the meeting of the Springfield Library Board of Commissioners to order at 5:38 p.m.

Library Commissioners Present:

Barbara Garvey
Sheila McElwaine
Vera O'Connor
Rudy Ruggeri
Bettye Webb
Craig Givens

Library Staff Present:

Emily Bader, Library Director
Lee Fogarty, Assistant Library Director
Carol Leaders, Administrative Assistant
Janet Kelly, Manager - Read/Write/Now

A motion to approve the minutes of the November 9, 2005 meeting passed unanimously with the following amendment:

The matter of diverted funds has been reported to the proper authorities who are investigating.

Janet Kelly, Manager of the Read/Write/Now Program –

The Program was started in 1987 and was funded initially by the Massachusetts Board of Library Commissioners. Presently, the program is now funded by the Department of Education. They also provide learning materials as well as the curriculum framework for adult basic education.

The program's main focus is on adult learners with a curriculum that consists of reading, writing, math and computer skills. Students' goals include achieving driver's licenses, citizenship, and voter registration education.

Volunteers help students at all levels and are a very important component of the program.

Director's Report –

In Director Bader's absence, Assistant Director Fogarty gave a brief update on the FY06 Action Plan. A few of the many accomplishments to date are as follows: Professional Development Day planned and implemented; refresher workshops for professional and clerical staff; new website templates for enhanced branch web-pages developed; City-wide poetry contest planning in process; deposit collections established at selected homeless shelters; Advocacy workshop for Commissioners, FOL Board, Library Advisory groups planned for February 8th 2006; 75th Anniversary

of Liberty Branch – planning in process; Collection Development Policy revision in process for presentation to Library Commission March 2006; Wireless technology mapping completed for the Central Library & East Springfield Branch; Classes for the public on use of library technology resources ongoing.

Commissioner Reports – Library Visits

Commissioner Givens reported that during his visit to the Central Library he had the opportunity to speak with Library Staff and SMA Security Staff. In addition he walked around the quadrangle and did not see any loitering during his visit.

Committee Reports –

Commissioner McElwaine gave a brief report on Central Library Security that consists a of list of concerns that include: cost of security services; lack of written contract; need more staff involvement; increase police visits. She would also like to see a better working relationship with the community police and Open Pantry.

Barbara Garvey, Commissioner Chair, appreciated and thanked the committee for all the work done on this report. Discussion on Security will be continued at the January 12, 2006 Library Commission Meeting.

Advisory Committee Reports –

Ginna Ondricek, representing the Forest Park Advisory Committee, expressed concerns regarding the safety of the Forest Park Branch roof. Assistant Director Fogarty indicated that the City Building Commissioner had inspected the roof and reported that repairs will be done in the Spring.

Other Business

Assistant Director Fogarty reported that as part of the One Book Project, the Library had acquired a movie license to show movies at Forest Park.

Barbara Garvey recommended that the program committee look at the Massachusetts Foundation for Humanities for funding opportunities. Commissioner Ruggeri recommended researching grants that would provide programs that include music and singing.

A lengthy discussion involving the implementation of photo ID's for Library Staff ensued. The Commissioners agreed that each staff member should have a photo ID that would include name, position and department. Barbara Garvey requested that the Library Administration report back to the Commission with recommendations.

Incllement weather policy was discussed with a recommendation to re-distribute the current policy to all staff.

Meeting adjourned at 7:02 pm.

Respectfully submitted by:

Vera O'Connor

Approved January 12, 2006