



**Minutes of the Regular Meeting of the
Springfield City Library Board of Commissioners
(Draft)**

Place: Central Library Community Room

Date: February 3, 2016

Attending: Commissioners Stephen Cary, Krysta Fyntrilakis, Timothy Moriarty, Matthew Reilly, Lorna Simmons

Absent: Meghan Lunghi

Staff: Molly Fogarty, Library Director
Carol Leaders, Business Manager
Janet Stupak, Community Relations (minute taker)

Call to order: Mr. Moriarty called the meeting to order at 5:30 p.m.

Agenda Item	Discussion & Decisions	Action Items
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1. Approval of Minutes from the December 2, 2015 Library Commission Meeting	Commissioner Cary made a motion to accept the minutes of the December 2, 2015 meeting of the Springfield Library Board of Commissioners. Commissioner Fyntrilakis seconded the motion. <u>The motion passed.</u>	
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2. Staff Presentation: Matthew Jaquith	Matthew Jaquith, Adult Program and Training Librarian spoke about the Hi!Tech computer workshops as well as the adult arts and humanities programs at the library. He co-leads (along with R/W/N Director Janet Kelley) one of the library's programming teams, the Adult Literacy and Lifelong Learning Team. Matthew provided printed information for the Commissioners, and they had many questions and were very appreciative of his presentation.	
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3. Commission Committee Reports	Mr. Cary and Ms. Fogarty updated the Commission on the plans for the new East Forest Park Branch Library. Ms. Fyntrilakis reported that she visited the Library Express at Pine Point and that they	
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were busy, as was the Sixteen Acres Branch when she stopped by there.

Ms. Fogarty and Ms. Fyntrilakis reported on the recent annual Friends of the Library meeting, saying that the group will send out their annual fundraising letter in March. The Friends voted to support the library's Summer Reading Club with \$20,000. Their generous support funds many, many programs.

4. Chairman's Report

Ms. O'Connor has resigned from the Library Board therefore there is no report.

5. Director's Report

Ms. Fogarty reported

- The draft report on the assessment of the Central Library building has been completed. The Library applied for a Cultural Council Facilities Grant for the Central Library for the Quad entrance ramp. A follow-up meeting is planned for 2 p.m. on February 10. Caolo and Bienick will present the report.
- On January 21 a press conference and Open House was held at the Central Library to launch our new brand.
- On January 14 Ms. Fogarty met with representatives from the School Dept., Security, and the Mayor's Office to discuss safety issues at the Library Express at Pine Point, Read/Write/Now, and the OWL program now that they all share space at the 204 Boston Road building. They are considering a doorbell/buzzer for times when the Library Express is not open.
- The Library is involved in the ConnectEd initiative to get all Springfield Public School students signed up for a library card.
- The City Auditor's Office is auditing all departments that handle cash, and will



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suggest areas for improvement, if necessary. They have been impressed with our procedures and will begin the audit in March.

- At the recent Library Foundation annual meeting Mr. Ryan spoke about the changes and improvements with the Library Department since it was taken over by the City. He extended thanks and kudos to the City for making the Library important.
- The classes at Read/Write/Now are currently filled, and HiSET has a waiting list.
- Ms. Fogarty was asked to attend tomorrow's Springfield Historical Commission meeting since they will be talking about a temporary banner with our new logo, to be installed above the main entrance to the Central Library.

6. Other Business

The Library would like to partner with the City to provide Wi-Fi.

7. Election of Officers

Mr. Cary made a motion that the Board suggest a slate of officers and Ms. Fyntrilakis seconded that motion.

The motion passed.

They approved the following: Chair, Mr. Cary; Vice-Chair, Ms. Fyntrilakis; Secretary, Ms. Simmons.

The Commission thanked Ms. O'Connor for her time spent and dedication to the Springfield Library Commission over these past ten years that she has served. They purchased a beautiful engraved clock/plaque as a gift, which Mr. Moriarty will deliver to her. Mayor Domenic Sarno sent an official proclamation of thanks.

Adjournment: Mr. Cary adjourned the meeting at 6:35 p.m.



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Meghan Lunghi, *Secretary*