

Board of Library Commissioners

January 6, 2004: MINUTES

Chairman Patrick Markey called the meeting of the Springfield Library Board of Commissioners to order at 5:30 p.m.

Library Commissioners Present:

- Helen Boyle
- Grisel Gonzalez
- Patrick Markey
- Bettye Webb
- Jerold Duquette

Library Staff Present:

- Emily Bader, Library Director
- Lee Fogarty, Assistant Library Director
- Carol Leaders, Administrative Assistant

All Commissioners present introduced themselves.

Chairman Markey entertained a motion to approve the minutes of the December 2, 2003 meeting. Minutes were approved.

Commissioner Markey announced that he has been appointed City Solicitor and will resign as Chairman of the Library Commission. Commissioner Duquette will act as Chairman pro tem.

The next meeting of the Commissioners is scheduled for February 3, 2004 at 5:30 p.m. The meeting will be held in the Community Room of the Central Library at 220 State St.

Gates/Fence at the Quadrangle - Commissioner Markey called for a vote to immediately open all gates from 7 am to 8 pm at the Quadrangle. Motion was seconded by Commissioner Duquette and was unanimously passed.

Library to Museum - Due to recent concerns in regards to The Springfield Museums Association plan to turn the Central Library into a History Museum, Commissioner Markey called for a vote to oppose such a plan anytime before the year 2023. Motion by Commissioner Duquette, seconded by Commissioner Webb, passed unanimously.

Commissioner Markey called for a resolution that the Central Library never be turned into a museum was endorsed by Commissioner Duquette and seconded by Commissioner Boyle, was passed unanimously.

Mason Square Hours Update - The Urban League indicated that it was not going to provide volunteers on Saturdays to help library patrons with the computers; however, the problem has been solved and services will continue.

East Forest Park lease renewal - Commissioner Markey reported that the East Forest Park lease is up for renewal on April 15th and recommended that the lease be renewed for another year.

Bylaws - Motion was made by Commissioner Duquette to adopt the bylaws; was seconded by Commissioner Webb. Motion passed unanimously.

Volunteer Policy & Volunteer Guidelines - Director Bader distributed a draft of the policy and guidelines for review. Ms. Bader explained that by law, all volunteers need to be CORI checked, which is mandated by the City.

The Volunteer Coordinator recruits and places volunteers; Library staff will work directly with the volunteers; The Volunteer Coordinator may also supervise volunteers in the Central Library.

Commissioner Boyle commended Sharyn Holstead's efforts in setting up the Volunteer Program at the Library.

Ad Hoc Policy Committee - Director Bader asked the Commissioners to appoint an ad hoc committee to work with Library Staff to review all Library policies. e.g. Internet, behavior, meeting room, collection development and CIPA (Childrens Internet Protection Act), etc.

It was agreed that a draft of the policies would be posted on the website before final recommendations are submitted to the Commission. And all meetings of the ad hoc committee will be open to the public in accordance with the Open Meeting Law. Director Bader noted that all policies will have to be reviewed by City Legal Counsel for final approval.

Motion to create an ad hoc policy review committee which will include Commissioners Webb, Duquette and Gonzalez and Director Bader (ex officio) along with pertinent library staff was passed unanimously.

Director's Report - Director Bader announced that 4 information sessions for Volunteers have been scheduled which are posted on the website.

A information session for the Friends of the Springfield Library will take place on Wednesday, January 7th to discuss recruitment for the FOL. Since a municipal department cannot raise funds, the FOL has a 501(c) (3) status which will allow them to help raise \$50,000 needed to balance this year's budget. Director Bader indicated that the FOL will also be involved with programming and advocacy.

Bill Malloy, a retired attorney, reported on his research of creating a foundation. He noted that the Boston Public Library's foundation is fairly new (founded in 1992). He has also looked at the Community Foundation in Springfield; spoke with a local attorney on foundation structures on how to manage endowments. Commissioner Markey thanked Mr. Malloy for his report.

Director Bader announced that the Library received a grant from the Springfield Cultural Council for the annual Poetry Contest. Ms. Bader also received a cost estimate of \$3,000 from the City's Department of Facilities to repair the Sixteen Acres Branch roof which will be covered out of this year's operating budget.

Handicap Access - Concerns still exist. Commissioner Markey noted that this is becoming a legal issue and will be dealt with along with locked gates issue.

Commissioner Boyle thanked Chairman Markey for his leadership and dedication during these past few months of transition. Everyone agreed and applauded.

Meeting adjourned at 6:35 pm.

Approved: February 3, 2004