

Board of Library Commissioners

July 21, 2004: MINUTES

Barbara Garvey, Chair called the meeting of the Springfield Library Board of Commissioners to order at 5:30 p.m.

Library Commissioners Present:

- Helen Boyle Rudy Ruggeri
- Barbara Garvey, Chair
- Bettye Webb
- Janet Denney
- Vera O'Connor
- Janet Edwards

Library Staff Present:

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

Guests:

Jan Finkelstein, Susan Staples
Corporate/Community Partnerships

A motion to approve the minutes of the June 29, 2004 meeting passed unanimously.

Library Behavior Policy - Ms. Bader reviewed the current policy and recommended the following change: add after eating and/or drinking *except in designated areas in selected location*. Ms. Bader will re-word the introductory paragraph that addresses the loitering issue and the policy will be reviewed at the next scheduled meeting.

Strategic Planning Consultants - Jan Finkelstein and Susan Staples, Corporate Community Partnerships, gave a brief overview of the process and responsibilities along with a time-line relating to the Long Range Plan for the Springfield City Library.

The Process will include involvement from the public, work groups and an appointed Planning Committee.

The first part will look at Springfield demographics, library collections, financial status, board and governance, staff and buildings. Part two will look at how the Springfield City Library is viewed through surveys involving library patrons, the general public, phone surveys, and focus groups. Part three will deal with the analysis and identify the challenges facing the library. Part four will develop the mission, vision and values. Finally goals and objectives and an action plan will form the Strategic Plan for the Springfield City Library.

Commissioners were concerned that the community involvement portion of the process needed increased emphasis.

After a lengthy discussion it was agreed that public involvement would be re-prioritized.

Ms. Webb asked about staff involvement. Ms. Bader indicated that it is very important to have a few key staff on the planning committee representing each library department. Ms. Boyle stressed the need to work as a team at all different levels.

Ms. Edwards expressed interest in working with the media through press releases.

Mr. Ruggeri suggested that the Council of Churches be included as a way to get the message out through church newsletters. Ms. Denney asked to be sure to include the Catholic Diocese.

Ms. Garvey requested that the Library website be used as means to publicize and reach out to the public.

Director's Report - Ms. Fogarty announced two grant awards: 1) LSTA Grant, Early Literacy Project, for \$27,878 which was ranked #1 in its category, will be used to expand services and promote early literacy. A core of volunteers will be trained to do storytelling throughout the City. 2) A \$7,500 grant, On the Same Page, also ranked #1 in its category, will focus on having the entire community read ***The Color of Water***. Ms. Fogarty noted additional grant funds have been applied for to have the author, James McBride, do a program for the community. Copies of the book were passed out to the Commissioners.

Ms. Fogarty gave a brief report on the American Library Association (ALA) Annual Conference. She serves on the ALA Legislative Committee, which is involved with monitoring Federal Legislation that affects libraries such as copyright issues, databases, and constitutional issues. The committee also recommends policies that affect libraries.

Ms. Fogarty announced that the ALA mid-winter conference is scheduled for January 14, 2005 in Boston. The conference will look at the impact of the Patriot Act; Advocacy Interest Groups; Customer Service Programs and US Geographical Public Library Database Programs.

Advisory Committee Reports - no reports were submitted.

Other Business - Ms. Garvey distributed a copy of a letter that was sent to the Architectural Access Board in support of a complaint filed by Martha Hannon and Sheila McElwaine.

Mayor Ryan is scheduled to meet with representatives from Mason Square toward the end of July. The audit of SMA is still not quite complete; waiting for a few more questions to be answered.

Ms. Boyle inquired on the status of the Library Foundation and expressed concern about being sure to have a Librarian serve as a board member - Ms. Garvey reported that by-laws are being developed and should be available soon, and that the Library Director, Ms. Bader would be a member of the Foundation Board.

Quadrangle Gates - it was noted that there are three gates opened everyday. The Chestnut Street gate opens at 9 am; vehicle access gate opens at 7 am; and the Welcome Center gate opens at 7 am.

The next meeting is scheduled for August 18, 2004 at 5:30 pm in the Central Library Community Room.

Meeting adjourned at 6:56 pm.

Respectfully submitted by:

Rudy Ruggeri

Approved: August 18, 2004