

Board of Library Commissioners

June 29, 2004: MINUTES

Barbara Garvey, Chair called the meeting of the Springfield Library Board of Commissioners to order at 5:34 p.m.

Library Commissioners Present:

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

Mary Tzambazkis, City of Springfield
Chief Financial Officer

Library Staff Present:

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

A motion to approve the minutes of the June 1, 2004 meeting passed unanimously. Minutes of the June 15, 2004 Finance Committee Meeting were approved. Policy on Library Exhibit and Display Spaces was approved with the following changes: Last paragraph, add the word 'new' before State Standards; page 2, first paragraph remove the words 'and store'.

Report on the Status of the Audit of the SMA: Ms. Garvey reported that several questions remained unanswered regarding the endowments and trusts that belong to the Library Department. Final report will be sent to Mayor Ryan and then shared with the Commission.

Report on the current Status of the Springfield Library Foundation: Ms Garvey explained that the Foundation will be the repository for the funds; the Springfield Law Department will have to go to Court to the transfer funds from SMA to the Library Foundation after Mayor Ryan is satisfied that the Foundation governance structure is in the best interest of Springfield residents.

Ms. Garvey reported that the Library Foundation Board will be comprised of a President; Clerk, Treasurer and ex-officio members representing the Mayor, CFO of the City, Library Commission, City Auditor's Department, and the President of the Friends of the Springfield Library.

Decision on how to treat investments has not been determined. Foundation Board will need to meet first.

FY05 Budget Discussion: Mary Tzambazkis, City of Springfield Chief Financial Officer gave a brief update on Mayor Ryan's proposed FY05 Budget. Ms. Tzambazkis reported that the Mayor presented 1/12th budget to the City Council. The City Council looked at the entire budget, department by department, line item by line item. The City Council cut a number of budget lines, some of which impacted the Library Budget seriously. Ms. Garvey and Ms. Bader identified which line items that would need special attention.

Ms. Tzambazkis indicated that a 1/12th budget will be proposed for August as well.

Ms. Bader expressed concern on the size of the cut and stressed that Library's cut needs to be proportionate to all other City Departments. If not, state funding could be jeopardized.

Planning and Program Committee Report: Mrs. Webb designated Ms. Bader to give the report. Ms. Bader and Mrs. Boyle met with the Community Foundation of Western Mass to solicit additional funding for the One Book, One Springfield project. Hopefully a decision will be made by mid-August.

Ms. Bader spoke with a representative from MassMutual who had some questions about the A+ Sundays project. A mid-August decision is expected.

Library Long Range Plan: Ms. Bader reported that interviews were held in selecting a consultant for the Library Long Range Planning Process. Corporate Community Partnerships, Inc. has been selected and a notice to proceed has been issued. Ms. Bader indicated that it will be a broad based process with community involvement.

Volunteer Coordinator Update: Ms. Bader received Sharyn Holstead's resignation. At this time the Library will not be actively accepting any new volunteers until this position can be filled.

Advisory committee Reports: No reports were submitted.

Mr. Ruggeri requested a report on the handicap parking situation at Central Library. Ms. Garvey stated that a complaint has been submitted to the Architectural Access Board by Martha Hannon and Sheila McElwaine.

Ms. Garvey commended Ms. Hannon and Ms. McElwaine on the work put into the report and expressed the Commission's gratitude.

Mayor Ryan met with Al Chawlek and Springfield Police after which they determined it was not safe to set up a crosswalk in front of the Central Library. If any accidents occurred, the City would be legally responsible for any lawsuits might ensue.

The next Library Commission Meeting is scheduled for July 21, 2004 at 5:30 p.m. in the Community Room at the Central Library.

Meeting adjourned at 6:49 pm.

Respectfully submitted by:

Rudy Ruggeri

Approved July 21, 2004