

Meeting Minutes: May 5, 2010

Place: Central Library Community Room

Date: May 5, 2010

Attending: Chairman Stephen Cary, Commissioners Timothy Moriarty and Vera O'Connor.

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

Call to order: 5:32 p.m.

Agenda Item	Discussion & Decisions	Action Items (follow up)
1. Approval of Minutes from the February 3, 2010 Library Commission Meeting	<p>Commissioner Moriarty moved, with Commissioner O'Connor providing the second, to accept the minutes of the February 3, 2010 meeting of the Springfield Library Board of Commissioners.</p> <p>The motion passed.</p>	
2. Library Advisory Committee Reports:	None.	
3. Commission Committee Reports:	<p>A motion was made by Mr. Moriarty to accept the Social Media Policy as drafted. Ms. O'Connor seconded the motion. The motion passed.</p> <p>Changes to the Springfield Board of Library Commissioners Mission Statement and Bylaws were discussed. In Article III, Section 2 - Duties of the Chairperson, the following was added:</p> <p><i>To serve as a board member representing the Springfield Library on boards and committees related to but external to the Springfield Library as deemed appropriate by the mayor.</i></p> <p>In Article VII, Section 2, add</p> <p><i>Subject to appropriation and applicable laws and ordinances regarding procurement and contracts, the City of Springfield, acting through its Board of Library Commissioners, may contract with entities public and private, as necessary or desirable, for the operation of the Library Department. The Chair of the Commission is authorized to sign contracts on behalf of the Commission for all contracts up to \$ 24,999.00. Any Contracts above this amount would need to be signed by a quorum of the Commission.</i></p> <p>Mr. Moriarty made a motion to accept these additions. Ms. O'Connor seconded. The motion passed.</p> <p>The Commissioners discussed the need for a library gift</p>	

	policy.	
4. Stephen Jablonski -- Proposed Design for Mason Square:	<p>Sharing his firm's floor plan drawing of the Mason Square Branch Library, Mr. Jablonski talked about changes and additions planned for the Mason Square Library building. He explained that the layout would basically stay the same, since the circulation desk was a custom built in. There will be fourteen public computers in the library; and a separate Job Resource area. There will be two self-check machines near the entrance, one a vending type machine for media. The Children's Room will be towards the back of the building and will be named after Annie Curran. An Arts & Crafts Program Room will adjoin the Children's Room. The Young Adult area will be separate and have computers. The Community Room will be updated with new carpeting and furniture; the HVAC system will be updated also. A Reading Garden is planned for the exterior in the back of the building.</p> <p>The plan will be posted on the library website on the Mason Square page. Updates and photos will be added.</p>	
5. Chairman's Report:	Mr. Cary asked that Ms. O'Connor and Mr. Moriarty think about possible candidates to suggest for Library Commissioners.	
6. Director's Report:	Ms. Fogarty told Commissioners that the upcoming city budget hearing will take place at the High School of Science and Technology on Saturday, May 15. Also, on June 14 & 15 the Library Department will hold a Long Range Planning Retreat here at the Central Library.	
7. Other Business:	None.	

Adjournment: Mr. Cary adjourned the meeting at 7:07 p.m.

Vera O'Connor

Approved: June 2, 2010

[Return to top of page](#)