

**Meeting Minutes: November 3, 2010**

Place: Central Library Community Room

Date: November 3, 2010

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

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

Call to order: 5:35 pm

<b>Agenda Item</b>	<b>Discussion &amp; Decisions</b>	<b>Action Items (follow up)</b>
<b>1. Approval of Minutes from the October 6, 2010 Library Commission Meeting</b>	<p>Commissioner Moriarty moved, and Mr. Cary seconded the motion to accept the minutes of the October 6, 2010 meeting of the Springfield Library Board of Commissioners.</p> <p><b>The motion passed.</b></p>	
<b>2. Library Advisory Committee Reports</b>	None.	
<b>3. Commission Committee Reports</b>	<p>As follow-up to last month's discussion on the new Sony e-readers, Mr. Ramsay explained that the Library would use gift cards ordered from Global Computer Supplies in order to purchase and download books onto the Sony e-readers. Staff training and publicity is expected to begin soon.</p> <p>Mr. Moriarty asked about "green" issues in regards to the remodeling of the Mason Square Branch Library. Mr. Cary reported that he had recently spoken to Joseph Forest, City of Springfield Facilities Engineer, in charge of the City's <i>Green Initiative</i>. A meeting with Scott Pierce also from the Facilities Department is scheduled for next week.</p> <p>Ms. Fogarty reported that she had spoken to City Solicitor Ed Pikula earlier today. She relayed the issues discussed concerning the Urban League's move from their current 765 State Street location to their intended STCC location. Through discussions with the relocation experts for both the Urban League and the City, Mr. Pikula believes that the Urban League will indeed be out of the Mason Square Branch Library by the November 15, 2010 deadline.</p> <p>Ms. Fogarty reported that there would be no computer access for patrons at the Mason Square Library from</p>	

	<p>November 12 until the reopening in late January. A tentative soft opening is anticipated on January 26, 2010, barring setbacks. Once the main areas of the building have been renovated and that area is open to the public, the current library space will be remodeled into an updated Community Room. Ms. Fogarty and library staff will be working with the Mason Square Steering Committee in planning a grand opening in late February. Changing the hours at that branch was discussed. In order to accommodate school groups, Mason Square Branch Library Friday open hours may change to 9 a.m.-1 p.m. In addition Thursday open hours may change to 1-8 p.m.</p> <p>Ms. Fogarty will meet with Bishop Timothy McDonnell and a representative from the Mayor's Office concerning additional library parking in between the Central Library and St. Michael's Cathedral.</p> <p>The chain fence in front of the Central Library was discussed. Ms. Fogarty voiced her concerns about the fire code and access to the Central Library in the event of an emergency.</p> <p>Ms. Fogarty and Mr. Ramsay met with Ms. Sheila McElwaine concerning the library sign at the Pine Point Branch. Ms. McElwaine had noticed that it was not visible due to tree overgrowth.</p>	
<b>4. Chairman's Report:</b>	Covered in other agenda items.	
<b>5. Director's Report:</b>	<p>Ms. Fogarty reported that Haydee Hodis has been hired as Supervisor of the Indian Orchard and Brightwood Branch Libraries, adding that staff and patrons are very pleased to have her back.</p> <p>Ms. Fogarty said that the Library FY12 budget process is underway with the narrative component due just before Thanksgiving. The library budget is due in January 2011. She labeled it a "level" budget, what we need in order to provide services. A priority will be upgrading the Pine Point Branch HVAC system.</p> <p>The Library Strategic Plan is getting staff input and needs to be sent to the Massachusetts Board of Library Commissioners. Mr. Ramsay and Ms. Fogarty have been meeting with library staff to get their input. A staff retreat for managers and supervisors will take place at Scibelli Hall (STCC) on November 8.</p> <p>A few managers from the Library Department are involved in the City of Springfield's Strategic Planning groups meetings.</p>	
<b>6. Other Business:</b>	Mr. Ramsay explained that the Library intends to host a Massachusetts Library Association Legislative Breakfast at the Central Library in early 2011, and among those invited will be Congressman Richard Neal	

	<p>of Springfield.</p> <p>Ms. O'Connor asked about truancy problems at the Central Library this year. Ms. Fogarty said that the Library continues to work with school officials and truancy officers and has not had problems of late.</p> <p>Mr. Moriarty would like to see the Library highlighted on the local access (Channel 22) TV channel.</p> <p>Commissioners were given a copy of the Library's FY10 Annual Report and it will be posted on the library website.</p> <p>Ms. Fogarty was awarded the 2010 Emerson Greenaway Award for Distinguished Service in Librarianship at the New England Library Association Conference last month. The award is offered annually by NELA to recognize distinguished service in the field of librarianship.</p>	
--	---	--

**7. Adjournment** The meeting was adjourned at 6:45 p.m.

Vera O'Connor  
*Secretary*

Approved: December 1, 2010