

**Board of Library Commissioners**  
**Meeting Minutes: October 1, 2008**

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**Place:** Central Library Community Room

**Date:** October 1, 2008

**Attending:** Stephen Cary (presiding)  
 Craig Givens, Tim Moriarty, Sheila McElwaine, Vera O'Connor, Hector Toledo  
**Absent:** Madeline Landrau

**Staff:** Emily Bader, Director  
 Lee Fogarty, Assistant Director  
 Carol Leaders, Business Manager (*minute taker*)

Guest: Maria Puppolo, City of Springfield Law Department

**Call to order:** 5:33 pm

Agenda Item	Discussion & Decisions	Action Items(follow up)
<b>1. Opening reading</b>	Commissioner O'Connor	
<b>2. Minutes of the September 7, 2008 Meeting</b>	<p>Commissioner McElwaine moved, with Commissioner Moriarty providing the second to accept the minutes of the September 10, 2008 meeting of the Springfield Library Board of Commissioners with the following changes.</p> <p>Page 1, Agenda item 4, 1st sentence. Should read: Commissioner McElwaine has been actively working with the City Solicitor on the parking issue at Forest Park.</p> <p>Page 3, Agenda item 7, 3rd sentence should read: Commissioner O'Connor and Commissioner Moriarty reported that they attended the Mass Board of Library Commissioners Budget Hearing.</p> <p>Discussion on Library Safety was tabled at the September 10, 2008 Springfield Library Board of Commissioners Meeting. Commissioner Cary will follow up with Pat Sullivan, Parks Dept in regards to pedestrian crossing to the Central Library on State Street. <b>MOTION PASSED</b></p>	
<b>3. Library Advisory Committee Reports:</b>	No reports.	

<p><b>4. Commission Sub-Committee Reports:</b></p> <p><b>Facilities:</b></p>	<p>Commissioner McElwaine announced that the City of Springfield Finance Control Board authorized funds to go forward with the accessibility project at the Forest Park Branch that will include the lift and handicap restrooms.</p> <p>Director Bader is planning on meeting with the architect as soon as possible.</p> <p>Program Policy - Commissioner Moriarty highlighted the proposed modifications, which were discussed. Commissioner McElwaine recommended the following change to emphasize Library Sponsored Programs.</p> <p>"This policy refers to programs sponsored by the Springfield Library Department, not outside groups."</p> <p>Commissioner McElwaine moved with Commissioner Givens providing the second to approve the Program Policy as presented with the above-mentioned change.</p> <p><b>MOTION PASSED</b></p> <p>Commissioner McElwaine informed the Commission of a petition that is being circulated at the Forest Park Branch to re-install a new water fountain. Director Bader indicated that it might be possible to have a new water fountain installed during the accessibility project. The reason that it was removed was due to code and health issues. Director Bader has requested Facilities Management to provide a cost estimate for a new water cooler/fountain. Commissioner Givens stated that the way new water coolers work, it may be too costly.</p>	
<p><b>5. Chairman's Report:</b></p>	<p>Commissioner Cary tabled discussion in regards to the security report with the Holyoke Library.</p> <p>Commissioner McElwaine indicated that she would attend the security meeting sponsored by the Mass Board of Library Commissioners.</p> <p>Laptop Program - Commissioner Cary reported that he found a special cover made for Laptops that help deal with moisture problems and accidental dropping that would indicate any damage that may have occurred during use by a customer.</p>	
<p><b>6. Director's Report:</b></p>	<p>Director Bader reported on the Advocacy and Fundraising Conference, sponsored by the Gates Foundation that she and Janet Stupak attended. The Gates Foundation grant that is valued at</p>	

	<p>\$190,000 along with a match from the FY'09 budget process will provide computer upgrades to the branches. An additional match of \$47,500 will be needed for FY'10 thru fundraising sources. The conference provided useful workshops and online learning opportunities. Director Bader will provide an access code to the Library Commissioners to look at as well.</p>	
<b>7. Other Business:</b>	<p>Director Bader reported that she had no update on Mason Square. Ms. Bader announced that the Library Foundation would be meeting on October 6, 2008 to discuss the investment funds that are about to be transferred from the SMA. Commissioner McElwain asked if the Library Foundation was a 501 C3, which Ms. Bader confirmed.</p> <p>Commissioner McElwaine suggested that a link be added to the Library website that would provide information about the Library Foundation on ways to make donations as well as who the Board Members are. Director Bader said that Barbara Garvey is working on this request.</p> <p>Commissioner O'Connor asked about the status of the Mosque. Director Bader reported that she attended a meeting in the Mayor's office that outlined the proposal. Steve Jablonski has been asked to do a building study which will provide a cost estimate. A report is expected in 4 - 6 weeks.</p> <p>Assistant Director Fogarty announced that the Massachusetts Library Association conference is scheduled for May 5 thru 8, 2009 and will be held in Springfield.</p> <p>With this in mind, the May 6 Commission Meeting will need to be changed.</p>	
<b>8. Adjournment:</b>	<p>It was moved by Commissioner McElwaine and seconded by Commissioner Givens to adjourn.</p> <p>The meeting was adjourned at 6:18 pm.</p>	

**Submitted by:** Vera O'Connor  
**Approved: December 3, 2008**