

Board of Library Commissioners

Meeting Minutes: October 3, 2007

Place: Brightwood Branch Library

Date: October 3, 2007

Attending: Barbara Garvey, (presiding)
Commissioners Madeline Landrau, Craig Givens, Sheila McElwaine,
Vera O'Connor, Rudy Ruggeri, Hector Toledo.

Absent:

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

Call to order: 5:30 p.m.

Agenda Item	Discussion & Decisions	Action Items (follow up)
1. Opening reading	Commissioner Ruggeri. <i>Next month: Commissioner McElwaine.</i>	
2. Minutes of the September 5, 2007 Meeting	Commissioner McElwaine moved, with Commissioner Ruggeri providing the second, to accept the minutes of the September 5, 2007 meeting of the Springfield Library Board of Commissioners. The motion passed.	
3. Welcome from the Branch Manager	Haydee Hodis, Brightwood Branch Library manager, extended her welcome to the members of the Library Commission. She outlined and described the library's programs and activities for adults and youth in the area. New this year is an English class for adult learners.	
4. Confirmation of Commission Chair	Acting Chairman Barbara Garvey requested a motion for an official vote to confirm her as Library Commission Chairman. Mr. Ruggeri moved that Ms. Garvey be appointed Chairman of the Library Commission and Ms. McElwaine seconded. The motion passed.	
5. Library Advisory Committee Reports	None.	
6. Commission Sub-Committee Reports	Some building committee members reported after visiting a few branches:	

	<p>Handicap parking signs will be installed soon at Indian Orchard Branch Library.</p> <p>Forest Park Branch Library will be closed the week of October 15th in order to have the interior painted.</p> <p>It was suggested that the policy for meeting room use by outside groups, especially political and religious, be reviewed. Also the computer use and internet access policy could be looked at.</p>	
7. Director's Report - FY08/09 Action Plan	<p>Director Bader went over some highlights of the FY 08/09 Action Plan, such as the upcoming city-wide library card registration campaign; installing customer service survey software; planning for the new Mason Square Branch Library; Forest Park Branch Library improvements; and the expansion of wireless internet access at some branch libraries.</p>	
8. Other Business:	<p>None.</p>	
9. Adjournment:	<p>It was moved by Ms. McElwaine and seconded by Commissioner Givens to adjourn.</p> <p>The meeting was adjourned at 6:40 p.m.</p> <p>The next meeting will be held on November 14th at 5:30 p.m. at the East Forest Park Branch Library.</p>	

Vera O'Connor

Approved: November 14, 2007