

Board of Library Commissioners

Meeting Minutes: September 10, 2008

Place: Central Library Community Room

Date: September 10, 2008

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

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

Call to order: 5:32 pm

Agenda Item	Discussion & Decisions	Action Items (follow up)
1. Opening reading	Commissioner Cary	Commissioner Givens will give the opening reading at the October 1, 2008 Commission Meeting
2. Minutes of the August 6, 2008 Meeting	Commissioner McElwaine moved, with Commissioner Moriarty providing the second to accept the minutes of the August 6, 2008 meeting of the Springfield Library Board of Commissioners. The motion passed.	
3. Library Advisory Committee Reports:	No reports.	
4. Commission Sub-Committee Reports:	Commissioner McElwaine has been actively working with the City Solicitor on the parking issue at Forest Park. Commissioner Moriarty announced that the policy sub-committee meeting is scheduled for Tuesday, September 16, 2008. Commissioner Moriarty asked for an update on the	Commissioner Moriarty will follow up with Marilyn Montagna.

	<p>pending evaluation of the Library Director. Commissioner Cary reported that he had met with Helen Caulton Harris and had been told that the City is still looking into how department heads will be evaluated.</p> <p>Commissioner McElwaine recommended that the sub-committee work directly with Personnel Director, Marilyn Montagna.</p> <p>Assistant Library Director, Lee Fogarty reported that the Library Department conducted evaluations on all library staff.</p>	
5. Chairman's Report:	<p>Commissioner Cary asked how the Laptop Lending Project was working at the East Springfield Branch.</p> <p>Lee Fogarty reported that the program has been very successful.</p> <p>Commissioner McElwaine requested that an announcement be made on the Library website indicating that the Forest Park Branch now offers a wireless connection.</p> <p>Commissioner Cary spoke about the announcement made regarding the decision to buy the Mosque. According to Commissioner Cary, Architect Steve Jablonski needs to conduct a study to see if the building is even feasible. Funding issues also need to be resolved.</p>	<p>Lee Fogarty will ask to have the service posted on the Library website.</p>
6. Director's Report:	<p>Assistant Library Director, Lee Fogarty reviewed the FY'09 Action Plan by highlighting a few objectives and activities.</p>	<p>Commissioner McElwaine requested a quarterly update on the Action Plan or more frequent as appropriate.</p>
7. Other Business:	<p>Commissioner McElwaine expressed concern regarding a complaint that she and fellow Commissioners received about loitering on the front steps of the Central Library. Lee Fogarty reported that she addressed the complaint and followed up with Central Library Security on ways to minimize the problem.</p> <p>Commissioner McElwaine addressed the issue of parking and signage at the Central Library.</p> <p>Commissioner O'Connor and Commissioner Moriarty reported that they attended the Mass Board of Library Commissioners Budget Hearing.</p> <p>Commissioner McElwaine has signed up to attend the upcoming Mass Board of Library Commissioners Safety Summit scheduled for October 4 at the</p>	

	<p>Lunenberg Public Library.</p> <p>Commissioner Moriarty asked for an update of the status of the personnel review committee meeting with regards to the Volunteer Coordinator/Administrative Assistant position. Lee Fogarty reported that the next meeting was scheduled for Monday, September 15.</p> <p>Commissioner Moriarty informed the Commission of the upcoming Springfield Public Forum that is scheduled to begin September 13.</p>	
<p>8. Adjournment:</p>	<p>The meeting was adjourned at. 6:50 pm</p>	

Submitted by: Vera O'Connor
Approved: October 1, 2008