

Board of Library Commissioners

September 15, 2004: MINUTES

Helen Boyle, Vice Chair called the meeting of the Springfield Library Board of Commissioners to order at 5:35 p.m.

Library Commissioners Present :

- Helen Boyle, Vice Chair
- Vera O'Connor
- Rudy Ruggeri

Library Staff Present:

- Emily Bader, Library Director
- Lee Fogarty, Assistant Library Director

Since there was no quorum present, the draft minutes of the August 18th meeting will be approved at the October 13 Commissioners meeting.

FY05/06 Library Action Plan

Ms. Bader reviewed highlights of the FY05/FY06 Action Plan for the Library that needs to be submitted to the Massachusetts Board of Library Commissioners by October 1, 2004. The action plan addresses all activities that we expect to accomplish this year.

Highlights include:

- Installation of Envisionware software at Sixteen Acres and Pine Point for computer sign ups and print management.
- Complete re-design of website for ADA compliance as well as replacing the SLMA logo with the Springfield City Seal and adding Spanish Language holdings to the catalog.
- Upgrade all staff computers to accommodate C.W. Mars network enhancements.
- Implementing the LSTA grant funded project "On the Same Page."
- Plan Cultural Programs with MCC funding (\$4850)
- Implement Mass Mutual A+ Sundays project, if funded. A decision will be available by the end of September.
- Implement LSTA STARR project, which will provide in-depth training for volunteers to provide story hours and programs at outreach sites as well as library locations.
- Review and approve additional policies such as the Safe Child Policy and the Decertified Library Policy.
- Wheelchair Lift Project at Forest Park. An architect has been selected. Contracts will be signed.
- Meet with East Springfield and Liberty Advisory Committees to discuss their preferences for facilities improvements.
- Develop consistent Signage at all branches. Implement as funding allows.

Director's Report

The staffing situation is very critical with 19 vacancies, which represents 20% of the library workforce. Each branch team is down 3 positions. All CL departments have at least two or three vacancies. During the summer, the Central Library was closed on Saturdays to provide staffing for the Branches. However, after Labor Day the Central Library re-opened on Saturdays to be in compliance for Regional Reference funding. Without the additional CL staff to send to the Branches, additional hours and ,in some cases, overtime has been authorized to provide adequate staffing in the Branches. There is a meeting scheduled with Mary Tzambazakis to discuss these vacancies on September 16.

Branch Advisory Committee Reports

- Forest Park: The Forest Park Advisory Committee met on September 13th. An architectural firm was selected for the accessibility project. The group is interested in recruiting more representatives from diverse groups in the neighborhood as members of the Advisory Committee.
- Central Library: A survey has been developed with Jean Canosa-Albano to distribute in the neighborhood. The survey addresses adult programming issues and interests.
- Sixteen Acres: Ms. Boyle mentioned that a dedication will be held on October 9th at the Branch at 11:30 in memory of Constance Bynum. Her husband and family have donated a lighted globe and a bench to the Branch in her memory.
- Liberty: Ms. Rivest discussed the ownership and maintenance of the Liberty lot. At this point it is a vacant lot. The possibility of parking was mentioned.

Other Business

- Ms. Bader and Mr. Ruggeri attended a Planning and Design Workshop presented by the Mass. Board of Library Commissioners on Sept. 15. After some discussion it was recommended by Mr. Ruggeri and the general consensus of the Commissioners present that the Library should not pursue this grant at this time.
- Ms. Hannon discussed the progress she has made towards obtaining accessible parking at the Central Library. A letter was sent to the Springfield Museums Association with a deadline to respond by 9/18. 16 violations have been identified that need to be addressed by the Association. If there is no response by 9/22, a second notice will be sent. A letter will be sent to the Architectural Access Board which will impose fines of \$16,000 per day on the Association. In addition, there are problems with access to the Yertle the Turtle fountain as well as the door leading to the Visitors Center.

Next Meeting

The next meeting of the Springfield Library Commission is scheduled for October 13 at 5:30 at the Liberty Branch Library. Ms. Hannon addressed the issue of building accessibility. Ms. Bader stated that she would discuss this matter with Ms. Garvey since it has been the intent of the Commission to meet at all Branches for the convenience of all city residents.

The meeting was adjourned at 6:35 p.m.

Respectfully submitted by:
Rudy Ruggeri

Approved: October 13, 2004