

**Meeting Minutes: September 2, 2009**

Place: Central Library Community Room

Date: September 2, 2009

Attending: Chairman Stephen Cary, Sheila McElwaine, Timothy Moriarty, and Vera O'Connor.

Absent: Commissioner Craig Givens

Staff: Lee Fogarty, Interim Library Director  
 Carol Leaders, Business Manager  
 Janet Stupak, Community Relations Coordinator (minute taker)

Call to order: 5:40 p.m.

Agenda Item	Discussion & Decisions	Action Items
1. Approval of Minutes from the June 3, 2009 Library Commission Meeting	Commissioner Moriarty moved with Commissioner O'Connor providing the second, to accept the minutes of the June 3, 2009 meeting of the Springfield Library Board of Commissioners.  The motion passed.	
2. Library Advisory Committee Reports	Mason Square: Elizabeth Stevens expressed that the Mason Square neighborhood is thrilled about the prospect of gaining the entire Mason Square Library building back as a full service library. She encourages Mayor Sarno to negotiate with the Urban League in order to promote healing and unity within the neighborhood.	
3. Election of Officers	Current Library Commissioner terms and expiration dates were discussed: <ul style="list-style-type: none"> <li>• Timothy Moriarty - February 2008</li> <li>• Stephen Cary - February 2009</li> <li>• Craig Givens - February 2010</li> <li>• Sheila McElwaine - February 2010</li> <li>• Vera O'Connor - February 2010</li> </ul> • Commissioner McElwaine made a motion that the Library Commission write a letter to Mayor Sarno saying the Library Commissioners will serve their terms and continue serving until replaced, and requesting the Mayor name two additional Commissioners. Mr. Moriarty seconded the motion. The motion passed.  Ms. Fogarty explained that the Library Department is	

	<p>now in the 5th year of its 5-Year Strategic Plan, and must begin the process of setting up a new 5-Year Plan. The Commission will be very involved in this process and will need to hire a consultant to help guide them. Ms. Fogarty will consult with the attorney about the Library Commission terms and find out if they can elect new officers.</p> <p>Ms. McElwaine expressed the need to revise the Library Commission By-Laws section regarding their role in the hiring of the Library Director. Ms. McElwaine suggested that Helen Caulton-Harris attend an upcoming meeting.</p>	
4. Commission Sub-Committee Reports:	<p>The Forest Park construction project is on schedule and new areas meet code regulations.</p> <p>With the building next to the East Springfield Branch slated for demolition, plans regarding additional parking there will soon be up for discussion.</p> <p>With school now in session the library's truancy policy was discussed. A reminder was sent to staff today describing appropriate steps they should be following.</p> <p>Ms. Fogarty is working with library staff to develop a Social Networking Policy and plans to meet with Mr. Moriarty to discuss it.</p> <p>The Library is purchasing three self-check machines: two for the Central Library and one for the Sixteen Acres Branch .</p>	
5. Chairman's Report:	<p>Additional parking, and issues concerning the empty lot between Finnegan's Tavern and the Liberty Branch were discussed. The lot may be owned by the City of Springfield, and a title search is now in process.</p>	
6. Director's Report:	<p>Ms. Fogarty distributed copies of the new book written by Read/Write/Now students, as well as copies of the Write On, Springfield! book and four Plus Papers library columns, which now runs monthly in the Republican Plus Papers.</p> <p>Ms. Fogarty explained that the online library customer service survey, Counting Opinions, is available in English and Spanish.</p> <p>Ms. Fogarty is working with library managers on the FY10 Action Plan and hopes to have it ready for the October 7 Library Commission meeting.</p> <p>Commissioners asked Ms. Fogarty if any plans have been made regarding a retirement party for Emily Bader, who retired from her position as Library Director at the end of June. Commissioners suggested a City Hall proclamation.</p>	

7. Other Business:	<p>A celebration marking the 100th Anniversary of the Forest Park Branch could be a part of the re-opening in late fall, upon completion of the lift project.</p> <p>Mr. Cary talked about the possibility of student internships at Read/Write/Now, in cooperation with Renaissance High School. Ms. Fogarty has contacted Simmons Graduate Library School to explore developing volunteer and Independent Study opportunities.</p>	
--------------------	--	--

8. Adjournment: Mr. Cary adjourned the meeting at 7:12 p.m.

Vera O'Connor

Approved: October 7, 2009