



**Minutes of the Regular Meeting of the
Springfield City Library Board of Commissioners**

Place: Central Library Community Room

Date: April 4, 2018

Attending: Commissioners Stephen Cary, Matthew Reilly, Krysta Fyntrilakis, Megan Lunghi, Timothy Moriarty,

Absent: David Maynard

Staff: Molly Fogarty, Library Director
Jean Canosa Albano, Assistant Director for Public Services
Carol Leaders, Business Manager (minute taker)
Caitlin Kelly, Supervisor Mason Square Branch

Call to order: Mr. Cary called the meeting to order at 5:37 p.m.

Agenda Item	Discussion & Decisions	Action Items
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1. Approval of Minutes from the December 6 , 2017 Library Commission Meetings	<p>Commissioner Moriarty moved to approve the January 3, 2018 meeting minutes. Commissioner Fyntrilakis seconded the motion.</p> <div style="border: 1px solid black; padding: 2px; display: inline-block;">The motion passed.</div>	
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2. Caitlin Kelly	<p>Ms. Kelly presented an update on the Workforce Development program. The team works with the Sheriff's Department and 'Get Ready to Work' to assist those who are transitioning into employment with classes on how to write resumes and training on Microsoft Office. Ms. Kelly also trains Library Staff so they can assist in other locations.</p>	
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3. Food & Drink Policy	<p>Library Administration asked the Library Commission to review proposed changes to the Food & Drink Policy. The following revision will be added as a third paragraph before the bullet points. 'Covered drinks and light snacks are permitted only'.</p> <p>Commissioner Fyntrilakis moved to accept the change in the Food & Drink policy. Commissioner Lunghi seconded the motion.</p>	
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The motion passed.

**4. Commission
Committee Reports**

Commissioner Reilly suggested a “Commissioner Book Selection Corner” be set up at the Library. Commissioners Reilly and Cary will look into setting this up.

Library Director Fogarty suggested a flyer be developed to introduce the Library Commissioners; who they are; and what is their Mission.

Commissioner Lunghi suggested a ‘Celebrity bar-tending fundraising event’ at a local establishment that would benefit the Library. Commissioner Cary offered to research this.

5. Chairman’s Report

Commissioner Cary praised Library Staff Maureen Tipton and Delphine Williams for their enthusiasm and help at the Promise Realized Capital Campaign Informational Session that was held at Nathan Bill’s on March 17th.

Commissioner Cary announced that the Promise Realized Capital Campaign Steering Committee is working on an event that would be held at the new East Forest Park building site to help promote visibility and interest in the campaign.

6. Director’s Report

Library Director Fogarty reported that the East Forest Park construction documents were 75% complete with just a few more adjustments to be made. Lauren Stara from the Mass. Board of Library Commissioners had a few minor suggestions which will be incorporated in the documents.

Ms. Fogarty mentioned that the Capital Campaign has been receiving great press coverage through Connecting Points, as well as articles in Business West and the Republican. an Op-Ed by Pat Markey and Molly Fogarty was also in the Republican.

Ms. Fogarty also reported that the Library Department submitted the FY ’19 Level Service Funded budget and should



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receive the Mayor's recommended budget soon.

Ms. Fogarty announced the Springfield Library Foundation at its Annual Meeting voted to grant funding to assist with the purchasing of new furniture for the East Springfield Branch. Ms. Fogarty noted that a new handicap restroom is being built and is almost complete.

Ms. Fogarty is in the preliminary stage of applying for Community Preservation Grant for outdoor space at the new East Forest Park branch.

Central Library repairs continue with a July 31, 2018 completion date.

National Library week will be celebrated the week of April 9th with Open Houses at each branch location on Wednesday, April 11 from 2-4 pm.

A new Play and Learn space will be unveiled at the Indian Orchard branch also on Wednesday, April 11th with a Ribbon Cutting.

Assistant Director Ms. Canosa thanked the Commission for allowing the Teen Forgiveness Program to continue which was a great success. Each location doubled cleared fines this time.

The 'My Beloved Springfield Program' was well attended.

Ms. Canosa has been involved with 'Reading Success by 4th grade' transitioning team with the impending retirement of Sally Fuller.

The Brightwood Branch received a grant to purchase 2 Book Bikes to be used for outreach in the neighborhood.

7. Other Business

Commissioner Moriarty asked if there would be an increase in LSTA funding for the new fiscal year. Ms. Fogarty replied there could be more federal funding for IMLS for LSTA and



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increased funding for Technology, Mass Library System, State Aid to Public Libraries and networks which depends on the State Budget.

Commissioner Cary will be working with Library IT Manager regarding fiber access.

Commissioner Cary mentioned that the Forest Park Zoo will be providing free passes to visit the Zoo with a Springfield Library Card. One will be available for each branch.

8. Executive Session Not necessary.

9. Adjournment: Commissioner Cary adjourned the meeting at 7:13 p.m.

, *Secretary*