



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

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**Place:** Central Library Community Room

**Date:** November 6, 2019

**Attending:** Stephen Cary, Krysta Fyntrilakis, Clodo Concepcion, Matthew Reilly, Tim Moriarty, David Maynard

**Absent:** Meghan Lunghi

**Staff:** Molly Fogarty, Library Director  
Jean Canosa Albano, Assistant Director for Public Services  
Carol Leaders, Business Manager  
Jamillah Vernon, Community Relations Coordinator

**Presentations:** Linda Grodofsky Branch Supervisor East Forest Park

**Call to order:** Commissioner Cary called the meeting to order at 5:32 p.m.

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**1. Approval of Minutes from October 9, 2019 Commission Meeting**      October- Commissioner Reilly made the motion to approve the October 9, 2019 minutes. Commissioner Fyntrilakis seconded the motion. Motion passed. Minutes approved.

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**2. Linda Grodofsky-East Forest Park Transition**      Review of Makerspace Policy in preparation for vote.  
Ms. Grodofsky began her presentation by sharing a small octopus toy made from the 3D printer at East Forest Park. She discussed the weight to cost ratio and that the amount of time for each job is lengthy.  
Ms. Fogarty mentioned that Dr. Harrington, Principal of Pope Francis High School is interested in having students intern at the library to gain experience in the new modern technology.  
The East Forest Park branch at Island Pond Road has closed as of Saturday, November 2<sup>nd</sup>. The transition is beginning for the move. Everything is being prepped so that the movers can come in and take each section of library shelving together and move it directly over to the new building in its new place. There have been decisions made to re-locate certain sections to better fit the new space. Going through supplies, toys etc. There will be lots of storage for organization at the new building. Things that aren't going to the new building will be tagged for other branches and the rest will be taken by city facilities and stored at DPW.

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Ms. Grodofsky is doing a book club at The Raymond Jordan Senior Center. The seniors had a wish list which included having a book group there and so she began one. They get about 10 participants a month. They all read the same book and have great feedback on the book choices. 4<sup>th</sup> Thursday of the month from 10-11am. Taking a break for the holidays and will be back in January. Commissioner Fyntrilakis gave Ms. Grodofsky a compliment on her interview from the East Forest Park Mayor's Preview tour.

Commissioner Maynard asked if the library is currently under a lease agreement at the Island Pond Road location.

Ms. Leaders responded that yes, the library is under a lease agreement but the terms of said agreement are currently under review by the City Law Department because Walgreens took over Rite Aid and have not as of recently responded to many requests to discuss a new lease since October 2018. The library will vacate the premises at the end of January 2020. The original lease expired in December, 2018. A City Law Department Attorney sent another letter on Monday, November 4<sup>th</sup>, 2019 saying that we are vacating in hopes they respond to make payment.

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### 3. Makerspace Policy- Vote Needed

Commissioner Cary entertained a motion to approve the Makerspace Policy after much review last meeting and corrections made by Jean Canosa Albano. Commissioner Moriarty moved to approve. Commissioner Fyntrilakis seconded the motion. Motion Approved. Makerspace Policy Passed.

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### 4. Commission Committee Reports

Commissioner Concepcion asked if the Central Library Renovation and restoration project was finished and what the total cost was for the project. Director Fogarty stated that the project cost \$4.2 million. Commissioner Concepcion asked about the recent increase in the library's budget and what it's going to be used for. Ms. Fogarty responded that it will go to materials, raises, staffing & contractual obligations. Commissioner Concepcion suggested that the minutes include a section for "New/Other Business."

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### 5. Chairman's Report

Commissioner Cary began technical training at East Forest Park with Deanna Irizarry, and other staff on software and Final Cut Pro. There will be upcoming audio installation and training by ATC. Focus Springfield is training their staff with podcasting which will help at East Forest Park. They are also very interested in helping people create their own TV shows so they will be willing to help with anyone interested in learning. A lot of the editing software is very similar now so he believes it will be easier to train and learn. Commissioner Cary suggested that when it comes to scheduling to leave room for

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hiccups as to not stack up.

In regards to the campaign, there was a great bump from Florence Savings Bank of \$25,000.

A conversation amongst Commissioners regarding forgiving fines across the board in honor of the East Forest Park grand opening ensued. Ms. Fogarty suggested the idea of eliminating them permanently following the lead of many libraries across the country. The commissioners will re-visit the idea at the next meeting.

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### 6. Director's Report

A lot of time is being spent getting the new building open. Most shelves are installed but there are delays on the end panels, the welcome desk, children's desk & computer carol. My-Ron Hatchett is putting pressure on the company because we need these items to open the library. It's the only thing keeping us from picking a grand opening date and it would be very difficult to open without those desks. As soon as there's a date we will let the Commission know even before sending out invitations.

Every year the city updates its capital improvement plan. Currently reviewing requests to submit to the Finance department by Nov. 15. Library has almost \$14 million in capital requests. Priorities for 2021 are to replace the delivery lift, electrical wiring and data upgrades at the Central Library... Other things include replacing windows, HVAC, Central air, making East Springfield wheelchair accessible, security cameras, phone upgrades.

Forest Park problems are being worked on by the City Facilities... The partitions and dividers in the downstairs bathrooms have been replaced, working to get the basement re-painted, City Facilities has begun digging to solve the flooding issues- new piping has been installed and more will be put in the ground that will push the water out to the storm drain and away from the sewer pipes.

In the capital plan- it has been determined that adding accessible bathrooms on the main floor would be investigated. Funding is not available at this point and possible sources of funding need to be identified.

Total Capital Improvement Plan funding needed = \$875 million for the whole city FY20-24

Attended the Mass Library System annual meeting on Monday, November 4<sup>th</sup> with Jean Canosa Albano. Sara Deignan presented with Project Set at the MLS Annual Meeting.

Mass Board of Library Commissioners approved their Legislative Agenda for FY21 and are requesting an increase of \$2 million to support the State Aid to Public Libraries program

State Budget Line item 7000-9501. If this is funded, the Springfield City Library will receive approximately additional funding of \$60,000 from the State Aid program.

Ms. Canosa reported that the Literary Summit hosted by Reading Success Manager, Chrissy Howard will happen next Thursday, November 14<sup>th</sup>. Open for registration from 9 a.m. - 2 p.m. at the UMASS Center in Tower Square. Chrissy Howard is doing a great job and held a leadership advisory group last week that

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we attended. Folks are seeing it as a city owned initiative. Keeping some ways and exploring new ways of doing things. The Library new Strategic plan was approved by the Mass Board of Library Commissioners. Almost done with action plan which must be submitted by December 1, 2019 in order to be eligible for LSTA grant funding. Maureen Sullivan met with the Principal clerks and Managers to read, reflect and talk about how we're going to adopt and implement the new strategic plan. Ellen Sulzycki submitted a grant to the National Library of Medicine for \$82,000. Currently three positions have been posted: Children's librarian for the Central Library, part-time page at East Forest Park and Senior clerk at Sixteen Acres. 1<sup>st</sup> Quarter Statistics were finished and passed out. Commissioners didn't have a chance to review but will take home packets to bring questions next meeting.

Commissioner Maynard stated that it is helpful to review and ask questions because any major increases or decreases can be clarified with more information. i.e. East Springfield Branch was upgraded with data connections to improve Internet access and as a result we are seeing increases in computer usage. And CWMARS installed new wireless access points at all of our locations which count wireless use differently to explain a drop in wireless use. Commissioner Maynard suggested that Branch managers review and analyze the quarterly statistical reports.

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**7. Executive Session**      Not needed

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### 8. Other Business

There was discussion of the much- desired crosswalk on State St. outside of the Central Library and the options remaining to go about possibly receiving it. There was also mention of the Library hiring policy and explanation that the Chief Diversity officer pre-approves candidates before interviews take place. Commissioner Cary mentioned that staff at Forest Park did a good job with voting. Everything was smooth & quick.

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**9. Adjournment**      **7:15 PM**



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, *Secretary*