**Place:** Zoom Online

**Date:** October 6, 2021

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

**Absent:** Clodo Concepcion, Meghan Lunghi,

**Staff:**  Molly Fogarty, Library Director

Jean Canosa Albano, Assistant Director

Raemarie Walker, Library Business Manager

Jamillah Vernon, Community Relations Coordinator

Thomas O’Connell, Services and Collection Development

**Call to order:** Meeting called to order at 5:32 p.m.

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| 1. Approval of Minutes from the June 2, 2021 and September 1, 2021  Library Commission Meetings | June 2nd Minutes can be voted on. Due to lack of a quorum the September 1st Minutes will be voted on at the November 3rd Library Commission meeting. Commissioner Maynard makes a motion to approve the June 2nd minutes. Commissioner Moriarty seconds the motion. Roll Call vote: Commissioner Moriarty, Commissioner Reilly, Commissioner Fyntrilakis, and Commissioner Cary all voted yes. Motion passed. |  |
| **2. Staff Presentation: Thomas O’Connell, Manager of Technical Services and Collection Development.** | Through an MBLC grant, The Library received 200 T-Mobile Hotspots which are being cataloged and will be available to be borrowed by patrons at the Central Library and all eight Branches. . These Hotspots are perfect for patrons who have limited or no internet access, either at home or at other locations. The Library was able to provide a hotspot to a patron who was taking care of her elderly mother but also needed to work. The device comes with everything needed and is easy to set up. They are serviced through T-Mobile who will serve as tech support. There are currently 50 out at all branches and ready for circulation.  Mr. O’Connell is currently working with the library selectors to do a different kind of weeding, to update the look of the collections. Plans are to add new copies to replace worn down, tattered books to the collection. Weeding *increases* circulation, contrary to popular opinion, because everything looks new.  Binge Boxes, which are themed DVD sets, were ordered and they are doing very well and flying off the shelf. Commissioner Reilly added that he actually has one of the Halloween Binge Boxes checked out.  Cataloging team is catching up after being hit hard by COVID and only working a few days a week when ordering never stopped. |  |
| **3. Programming Policy Revision** | The Library Anti-Racism Committee’s recommended revision of the Library Programming Policy was introduced at the September 1st meeting for discussion and input. After a brief discussion at this meeting, the Commission felt that they were ready to vote on the revised policy. Commissioner Moriarty moves to approve the policy, Commissioner Maynard seconds… All in favor. Roll Call Commissioner Reilly, Commissioner Maynard, Commissioner Moriarty, and Commissioner Cary all say “Yes.” Policy Approved. |  |
| **4. Commission Committee Reports** |  |  | |
| **5. Chairman’s Report** | Promised Realized – there has been movement on the donor plaques and there should be an announcement soon so the neighborhood can gather to see them. There was a $200,000 donation from the White Family in honor of their parents, William and Patricia White. The White Family grew up in East Forest Park and remembered the Library Bookmobile. They no longer live in the area and are very excited about the new East Forest Park Branch Library.  The White Family presented the donation on September 9th at the East Forest Park Branch. The Commissioners would like to send a card out as a thank you at the next meeting. Commissioner Cary suggests making a change on the agenda that revises the order of the agenda for staff presentations. Agendas going forward will have the Staff presentation before the approval of the Minutes. |  |
| **6. Director’s Report** | All branches and the Central Library are open their regular hours as of September 7th and everything is going very well. Patrons are very excited to be back in their libraries. For the most part, everyone is being compliant with mask wearing. For those who have an exemption, the library is offering face shields as well.  Read/Write/Now is starting in-person classes in September.  When Mr. O’Connell completes cataloging hotspots, there will be100 Chromebooks that will go out into circulation as well. Funding was provided by the Emergency Connectivity Act in the amount of $28,294  Funding from the Mass Board of Library Commissioners for the Library Outreach Van is approved ($50,000) and the van has been ordered.  Delivery of the Outreach Van is expected in January 2022.  Raemarie Walker has finished and submitted the Mass Board of Library Commissioners State Aid to Public Libraries FY22 application.  The Library will be receiving $15,000 for operating expenses from the Mass Cultural Council.  The Library Foundation has received $400,000 bequest from the Mary Brogan Estate. Funds will be used for the Central Library reference department. $50,000 from the Brogan Endowment will be available for upgrades to the reference and research area. Planning is in the early stages. The Library Foundation will present a naming opportunity for the Brogan family at a future Library Commission meeting.  The Library Foundation hired Stephen Roberts for landscaping upgrades at our branches this year.  CW/MARS has a brand new statistics dashboard that shows numbers in real time which is great for running reports. Circulation over the Summer months when closed in 2020 and upon reopening in 2021 was as follows:   |  |  |  | | --- | --- | --- | |  | 2020 | 2021 | | June | 2,5k | 7.3k | | July | 4.6k | 13.6k | | August | 4.3k | 14.8k | | September | 4,8k | 17.6k |   Between July 6, 2021 and September 30, 2021, our registered borrowers increased by 5,000 from 63,029 to 68,031.  The Library on-line Newsletter is continuing to reach over 3000 people monthly. Ms. Vernon is doing an excellent job writing, marketing our programs and promoting the Newsletter.  The East Springfield outdoor space project is still in the City Council Finance Committee . Attorney Kathy Breck is working on a Contract between the City and the Community Preservation Committee that clarifies what happens to the money if the East Springfield Branch is expanded in the future It will be discussed at the November Community Preservation Committee meeting.  Ms.Canosa-Albano discussed an exciting new Library program. Magdalena Gomez, the City’s poet laureate was awarded a  $50,000 honorarium from the Mellon Foundation and Poets of America and has created a series of programs for young girls, women & self-identifying women who love poetry and spoken word for the Library. Workshops will be held at the Mason Square Branch and the Brightwood Branch... There will be 3 cohorts beginning in October and a final performance of all the work in December. |  |
| **7. New/ Other Business** | Commissioner Cary updated the Commission on the status of eliminating library overdue fines. The City Finance department is working on the ARPA funding proposal criteria as a top priority currently. Commissioner Cary will schedule a meeting in early November with the Finance Department to present the Commission vote regarding the elimination of overdue fines. |  |
| **8. Executive Session** |  |
| **9. Adjournment** | **6:27 PM** |

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, *Secretary*