



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

Place: Zoom Online

Date: March 2, 2022

Attending: Stephen Cary, Tim Moriarty, Meghan Lunghi, Krysta Fyntrilakis

Absent: David Maynard, Matthew Reilly, Clodo Concepcion

Staff: Molly Fogarty, Library Director
Jean Canosa Albano, Assistant Director
Aieshya Jackson, Business Manager
Jamillah Vernon, Community Relations Coordinator

Call to order: Meeting called to order at 5:35 p.m.

1. Approval of Minutes from the February 2, 2022 Library Commission Meeting. No Quorum.

2. Staff Presentation: Jenkins Lumpkin Manager East Forest Park & Forest Park Branches

Jenkins Lumpkin is the Manager of the East Forest Park and Forest Park Branches. Ms. Lumpkin gave an overall summary of the programs and activities at the two branches she manages. Staff at the Forest Park Branch are implementing after school safe place activities for students at the Forest Park Branch. Activities include consistent programming to keep them engaged and feel welcome in a safe space. She also discussed ways she is connecting and encouraging staff to build her teams... For example, beginning a staff huddle to discuss issues, problems, and events that get everyone on the same page before doors open. Ms. Lumpkin shared Take & Make Bag success & Covid test kit distribution challenges. Both branches gave out a total of 19,530 test kits between December & February.

3. Revision to Internet and Computer Use Policy

Commissioner Moriarty moved to accept the policy revision discussed at the February 2, 2022 Commission meeting... Commissioner Fyntrilakis seconds the motion. Roll Call voting. Commissioner Moriarty, Yes. Commissioner Fyntrilakis, Yes. Commissioner Lunghi, Yes. Commissioner Cary, Yes. All in favor. Revision approved.

4. Commission Committee Reports

Commissioner Cary reported that he and Commissioner Fyntrilakis will work on the State St. traffic safety Commission subcommittee Chris Cignoli said that March would be the first time there will be signs of change on State street. Commissioner Cary will reach out and report back at the April Commission



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meeting. Commissioner Fytrilakis & Commissioner Reilly will spearhead the committee and follow up with updates from DPW Director Cignoli. Commissioner Fytrilakis will write an email/letter asking for updates from Mr. Cignoli & The Mayor and will report back.

5. Chairman's Report

Commissioner Cary has requested funding from the Springfield Library Foundation for staff and volunteer landscaping projects at the Mason Square and Sixteen Acres Branches. Activities will include reaching out to local vendors, garden clubs and non-profits like Gardening the Community for partnerships. Plantings will include a combination of vegetables, pollinators and native species. The City Foresters have been contacted and are willing to bring trees for planting. The Park Department will also assist with the project. A major goal is to educate and address food insecurity.

Commissioner Fytrilakis says it would be great to get teens and children involved in planting.

Commissioner Lunghi inquired about the City Forester being willing to do programming. Commissioner Cary responded that the City Forester has been looking for a way to connect with the community and the library is perfect for that.

Commissioner Cary finished the "Thank You" letter for staff and asked for suggestions in order to send out.

6. Directors Report

There is a meeting set up March 9th with GZA Landscape Architects and Pat Sullivan to discuss the CPA funded Outdoor renovation at the East Springfield Branch. The Library was awarded a grant from the CPC in the amount of \$85,500. My-Ron Hatchett will also attend the meeting to discuss possible renovations and additions to the East Springfield Branch and the impact of that on the landscape design. Items to be updated are fences, adding sod, flower beds, programming space, and potentially having solar powered benches/tables so people can plug-their devices outside and use the Library's Wi-Fi.

The Director's office has been working on the FY23 budget. The next step in the budget process is the Mayor's Budget Hearing which has not been scheduled yet.

The Library Business Manager, Ms. Aieshya Jackson is doing a great job on her first library budget and procurement for new Security and Cleaning contracts that expire on March 31, 2022

The Library resumed regular hours on February 14th with computers available



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to the public. Indoor programming will begin on April 1st.

The City has lifted the Indoor Mask mandate and still strongly recommends that Masks be worn inside.

The SOLE Union represents clerical, technical services, business office and maintenance staff. The current contract expires June 30th and we have begun collective bargaining for the new Contract. There are a few upcoming meetings. The goal is to have everything settled so the Union can go right into their new contract July 1st.

Capital Improvement city-wide meeting is scheduled for March 3.. The library will be presenting their updated Capital requests to the Capital Improvement Committee. Priorities are air conditioning for the Central Library, renovation and addition for East Springfield; replacing failing phone systems at Sixteen Acres, East Springfield and Indian Orchard. The Capital Plan includes over \$18 million in Library capital requests.

Waiting for the bids to be awarded for custodial and security contracts. There were a lot of firms who expressed interest. Ms. Jackson says we will know more on Friday.

CW/MARS e-card allows access to Overdrive, Hoopla and other online music and reading material. It can be upgraded to a regular library card in person. The e-card presents a great opportunity to provide outreach to the community.

Ms. Canosa Albano discusses Springfield School Department lunch sites for the Summer. Most library branches will be host sites for the lunch program . Lunches will be distributed outdoors. We are looking at Summer Reading activities in partnership with the School Department lunch program. Another meeting is scheduled for this Friday.

Live Mutual program initiative of MassMutual working in different neighborhoods installed a bench around a tree at Mason Square branch. There may be some programming related to the bench that will be coordinated by Fresh Paint Springfield.

There are currently 10 job vacancies. There are five 18.5 hour positions that continue to be a problem to fill because of the residency requirement. We are not getting applications from Springfield residents .Applicants from non-residents are not willing to move due to the part-time status of the jobs and the lack of benefits. We have updated the Read/Write/Now Manager's position description. The new title is : Neighborhood & Adult Literacy Services Manager.

Ms. Jackson discusses the new Safety committee which is made up of two



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members of AFSCME, two members of Sole, two managers & Ms. Jackson as Chair. There have been two meetings so far and they plan to meet bi-weekly. They have completed the team charter and will move forward in how they will function as a team.

7. New/Other Business

Commissioner Moriarty asked if the new Comcast contract with the City of Springfield includes funding for the community. Commissioner Cary stated that the funding seems to be allocated already.

Commissioner Cary asks about mask signage to which Director Fogarty says that there are two sets of signage that keep interchanging between “required” and “recommended.”

Ms. Canosa Albano asks about the thank you letter. She has made the suggested edits and will send it back to Commissioner Cary to be sent out immediately following the meeting.

There could potentially be an in-person Commissioner meeting in May. Commissioner Cary says a Zoom policy for hybrid in-person/ Zoom meetings should be created.

8. Executive Session: Not Needed.

9. Adjournment 6:44 PM

, Secretary