**Place:** Zoom Online

**Date:** February 1, 2023

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

**Absent:** The Library Commission acknowledges the passing of Commissioner Clodo Concepcion and extends a moment of silence while reflecting on his many contributions and commitment to the Commission and City of Springfield.

**Staff:**  Molly Fogarty, Library Director

Jean Canosa Albano, Assistant Director

Aieshya Jackson, Business Manager

Jamillah Medina Nova, Community Relations Coordinator

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

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| 1. Approval of Minutes from the November 2, 2022 and January 4, 2023 Library Commission Meetings | There is a change needed to the attendance for the January 4th minutes.  In regards to the November minutes: Commissioner Moriarty moves to accept. Commissioner Fyntrilakis seconds the motion. Roll Call: Commissioner Moriarty, yes, Commissioner Maynard, yes, Commissioner Reilly, yes, Commissioner Cary, yes. All votes are a yes. Motion Passed.  January minutes with attendance changes: Commissioner Lunghi makes a motion to accept. Commissioner Reilly seconds the motion. Roll Call: Commissioner Reilly, yes, Commissioner Lunghi, yes, Commissioner Cary, yes. All votes are a yes. Motion Passed. |  |
| **2.Staff Presentation: Sarah Hodge-Wetherbe, Teen Services Librarian, Central Library** | Sarah Hodge-Wetherbe gave an inside look at the new Central Library Teen Room, including the branded wall signage. She then gave an overview of programming that is currently taking place and what the teens are doing with the space as well as their suggestions that are being heard. Some programming happening has been Trivia Night, Cooking Without Cooking, an Ugly Sweater Party and Teen Choice Day. She also has upcoming plans for life skill programming, steam, stem, and coding. Ms. Hodge-Wetherbe gave a nod to the ever-growing Manga collection that had a generous donation recently which created a great partnership with a vendor in Boston. Hodge-Wetherbe attests a lot of the teens have expressed interest in becoming volunteers. Some are volunteering for School credit, and some have expressed interest in following librarianship path for a career. Ms Hodge-Wetherbe emphasizes that keeping teens involved is important because a teen that leaves is an adult that doesn’t come back.  Commissioner Moriarty asked questions regarding life skills for teens and the introduction of career opportunities and how the library can help connect the dots to which ones they want to pursue. Ms. Hodge-Wetherbe spoke to future partnerships across the city that could be a great asset for these programs. |  |
| **3. Commission Committee Reports** |  |  |
| **4. Chairman’s Report** | No formal update, Chairman yields the floor to the Behavior Policy vote and then to Director Fogarty. |  |
| **5. Library Behavior Policy Revision: Vote Needed** | Commissioner Moriarty moves to accept changes to the Library Behavior Policy with date of January 24th, 2023 which will be changed to February 1st, 2023. Commissioner Fyntrilakis seconds the motion. Roll Call. Commissioner Fyntrilakis, yes, Commissioner Moriarty, yes, Commissioner Lunghi, yes, Commissioner Maynard, yes, Commissioner Reilly, yes. Commissioner Cary, yes. All votes: yes. Behavior Policy passes unanimously. |  |
| **6. Director’s Report** | Director Fogarty takes a minute to add to Sarah Hodge-Wetherbe’s presentation about the Teen Room design and how It was done during the pandemic when the library was closed. The project was led by Anna Mickelson, Supervisor of Adult and Youth Information Services. It involved moving the Fiction collections to the Teen Area in Rice Hall to create the space for the Teen Room in the lower level. Shelving had to be moved as well. This involved moving and reshelving over 200,000 books. The entire project was done by library staff. Since we didn’t use Substitute Librarians during the 17 months we were closed to the public, we were able to reallocate MBLC State Aid funding to purchase new furniture, equipment and signage for the new Teen Room  We are in the process of gathering information for the FY24 Budget. With a new Governor, the State Budget will be released on March 1st rather than the third week of January which is delaying the FY24 City Budget process. Aieshya Jackson is putting together vendor contract information and anticipated increases to line items. Jean Canosa-Albano is working on the Budget Narrative.  The other big project is the East Springfield construction project. Letters of intent are due to the MBLC in April. Grants will be due in the Spring of 2024.  Jamillah Medina-Nova did a great job of gathering information for TSM to review for the Annual Report. Narratives were also submitted and they are taking all of the content to create two different directions of the report. There will be a meeting to go over and select one and then two final edits will be created.  Submitted the Library Capital Requests to the City Capital Improvement Committee. Library has $19.7 million in capital needs with the majority ($12 million) for Central which is electrical, windows and HVAC. Last summer Wellman needed to be closed due to the heat multiple times. There are also projects for parking lots, windows, phone system repairs and replacements as well as new handicap bathrooms.  Councilor Zaida Goven is the Chair of the City Council Health and Human Services Committee. Health and Human Services Commissioner, Helen Caulton-Harris arranged a meeting with all of the HHS Departments with Councilor Govan to let her know what we are all working on and what our priorities are.  Great partnership with The Springfield Thunderbirds that Jean Canosa-Albano has facilitated. They have started Anthony’s Book Club (ABC) Anthony Angello has made two visits so far with 3 more coming. He reads and participates in activities with the kids. Their Foundation has given a gift to each location.  New England Library Association is having their conference in Springfield, October 15th -17th, 2023 which staff is encouraged to attend.  Commissioner Fyntrilakis acknowledges the passing of Commissioner Clodo Concepcion. The Commission takes a moment of silence in his honor. Commissioner Cary will share a video of Commissioner Concepcion with his family. |  |
| **7. New/ Other Business-** | There are currently 5 meetings between now and Summer break for The Commission. Commissioner Cary asks what everyone wants to do in regards to balancing in-person and virtual meetings. Commissioners provided  Input on when and where in-person meetings should take place. Winter months virtual, other months in-person, maybe a meeting at each branch etc.  This is to be discussed further.  Commissioner Fyntrilakis expressed her concerns with the Sixteen Acres Phone system, which is having major issues. Director Fogarty responded that the Directors Office is looking into replacing the system and will need to identify a funding source. It is included in the Library’s Capital request. |  |
| **8. Executive Session** | Not Needed |  |
| **9. Adjournment** | **6:51 PM** |

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, *Secretary*