**Place:** Zoom Online

**Date:** November 2, 2022

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

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

**Staff:**

Molly Fogarty, Library Director

Jean Canosa Albano, Assistant Director

Aieshya Jackson, Business Manager

Jamillah Medina Nova, Community Relations Coordinator

Gregg Mitchell, Supervisor Mason Square Branch

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

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| 1. Approval of Minutes from the October 5, 2022 Library Commission Meetings. | Approval of October 5, 2022 minutes. Commissioner Moriarty moves to accept the minutes as written. Commissioner Fyntrilakis moves to second. Roll Call. Commissioner Fyntrilakis; yes, Commissioner Moriarty; yes, Commissioner Reilly; yes, Commissioner Cary; yes. All in favor. Minutes Approved. |  |
| **2.Staff Presentation:**  **Gregg Mitchell, Supervisor: Community Engagement in Mason Square** | Mr. Mitchell gave a presentation about community engagement at the Mason Square Branch and the philosophy behind it. He showcased pictures and statistics that represented the different areas Mason Square connects with including local schools, governmental and cultural groups. The concept of Library Network Theory and Community Engagement was represented by functioning in three different categories: Linking to individual nodes, Linking to existing networks and using the library as a hub to connect everything together. Current examples of how Mason Square actively participates in said categories include hosting Home City Families, attending C3 Community Policing meetings and hosting festivals and events that bring all types of programs and organizations together to connect, respectively.  Commissioners asked questions about English learners and how the branch does with engaging those families and offered the importance of graphic novels as a bridge for readers. |  |
| **3. Commission Committee Reports** | No report. |  |
| **4. Chairman’s Report** | Commissioner Cary yielded the floor to Director Fogarty with no report for the month. |  |
| **5. Director’s Report** | Director Fogarty express that is has been a busy month for The Library. The MBLC will be issuing a new Library Construction grant round in Spring 2023. Letters of Intent will be due in April or May, 2023 and the grant will be due in the Spring of 2024. Grant workshops will be scheduled in the Spring of 2023. Grants will be awarded in the Summer of 2024. Meeting was held with Mayor Sarno, Peter Garvey, Pat Sullivan, and Helen Caulton-Harris who are very supportive about applying for the grant for a renovation and addition to the East Springfield Branch. The East Springfield Branch was built in 1935 and is the last branch needing major capital improvements. The City capital plan contains about $1.3 million in capital improvement requests right now for the East Springfield Branch. The preliminary estimate for all of the work required is about $3.8 million based on a November , 2021 assessment of the building . The idea was well-received and enthusiastically supported by the City Administration, City Councilor Mike Fenton and East Springfield Neighborhood Council President , Kathy Brown.. The MBLC is currently holding hearings since they are changing the current grant regulations. Councilor Fenton and Kathy Brown plan to attend the hearing scheduled at the East Forest Park Branch on November 3rd. The grant application will be evaluated based three major criteria: the community need, the current building doesn’t meet the need, and the ability of the Municipality to financially support and manage the program. A Library Building Program will be included in the grant application. It is a competitive grant application process. If the Library application is approved funding will be allotted and an architect can be hired. There will be considerable community input. The Architect will conduct community meetings and prepare cost estimates and schematic designs. The schematic designs will be used to prepare the construction bids. The Design Development phase and construction bids could be completed by the Fall of 2025, Construction will take approximately one year. All of these dates are estimates subject to change once the grant cycle is announced by the MBLC.  MBLC building consultants did a follow up visit to the East Forest Park Branch on October 18th took lots of pictures and were very complimentary of how the project was handled. They were thrilled at how supportive the city was and how the Library Department and the Capital Assets team (Peter Garvey & My-Ron Hatchett) managed the project . The project was completed on time on time, on budget and with no complications. They were very pleased with how Springfield handled it.  Paul Belsito from The Davis Foundation reached out and wanted to hear about what’s going on with the library and go on branch tours. The Director’s Office will set up meetings for the near future and likely start tours at the Mason Square and East Forest Park branches.  There is a meeting set up with TSM to plan the annual report Nov 9th.  Oct 17th, Director’s Office and a number of branch managers attended the legal kiosk kickoff at Martin Luther King Jr. Community Center which was a well-attended event. 5 branches have kiosks up and running: Brightwood, Mason Square, Indian Orchard, Pine Point, and Forest Park. Director Fogarty thanked Commissioner Moriarty for his input about the outreach van wrap Director Fogarty enthusiastically shares that with the help of Ms. Canosa Albano and TSM, it had been given Spanish translations, to which Commissioner Moriarty is pleased and says the community will be appreciative.  Updates on Makerspace use for Commissioner Reilly’s prior inquiry include a list of ongoing programs and actions being taken by Christopher Franks to build and promote said programming. Christopher Franks is scheduled for the Staff Presentation at the January meeting.  Commissioner Reilly expresses his interest in connecting patrons to the Sound booth at the East Forest Park Branch and would love to see podcasts coming out of Springfield. He also mentioned that there is some misinformation about the library services/programs costing money. This opens up a conversation about adding these facts to the upcoming annual report and the current bookmark Jamillah Medina Nova created with “Did You Know” theme that lists services and “fun facts” about the library in a word cloud design. Commissioner Fyntrilakis talks about a PR budget for commercials on TV and Radio and how it could benefit the library’s promotion. Commissioner Reilly mentions his appreciation for “READ” posters that had celebrities on them; Commissioner Cary says that he and Mr. Franks have something similar in the works. Mr. Tom O’Connell has added Thunderbird tickets to the library of things. |  |
| **6. New/Other Business** | Commissioner Fyntrilakis went to East Springfield branch for a fall festival event and found out an employee (Ana Estanislau) retired and wanted to acknowledge her 40 years of good work. She also commended Kathy Brown a member of the community and neighborhood council president who promotes and supports the East Springfield Branch. Also mentioned was the removal of the State Street barrels. Commissioner Moriarty starts the discussion of a future in-person meeting. Round robin input from library staff and Commissioners on opinions. Points include, keeping parking, crossing, and health safety in mind, which locations would be best, and that it should be all or nothing because a hybrid meeting wouldn’t be as successful. A Doodle Poll is suggested. Commissioner Cary and Jean will connect and follow up. |  |
| **7. Executive Session:** | **Not Needed.** |  |
| **8. Adjournment** | **6:29 pm** |

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