**Place:** Zoom Online

**Date:** October 5, 2022

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

**Absent:** Clodo Concepcion, David Maynard

**Staff:**

 Molly Fogarty, Library Director

Jean Canosa Albano, Assistant Director

Aieshya Jackson, Business Manager

 Jamillah Medina Nova, Community Relations Coordinator

Staff Presentation: Matthew Blumenfeld, Executive Director of Springfield Library Foundation

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

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| 1. Approval of Minutes from the September 7, 2022 Library Commission Meetings. | Approval of September 7 minutes. Commissioner Fyntrilakis motions to accept the minutes as written, Commissioner Moriarty seconds. Roll Call. Commissioner Moriarty, Commissioner Fyntrilakis, Commissioner Reilly, Commissioner Cary, Yes. Minutes Approved.  |   |
| **2.Staff Presentation:****Matt Blumenfeld, Executive Director, Springfield Library Foundation** | Mr. Blumenfeld shared an awards letter payment schedule and explained the allotment of funding from the Library Foundation for the Springfield City Library for FY23. From the Discretionary Foundation Grants Budget, $25,000 was given toward the Wi-Fi Hotspot Grant, $10,000 to library branch beautification, there will be $20,000 given to East Springfield Branch Solar Benches and $10,000 to Library Programs. From Donor Advised Budget, $2,787.73 will go toward Wellman Hall, $50 will go toward materials at East Forest Park and $2,000 toward adult reading materials. Mr. Blumenfeld went on to tell an anecdote about how great communication and direction of one call lead to an amazing donation toward the Forest park Branch’s multi-lingual children’s book collection. He gave praise to Ms. Aieshya Jackson for her referral which turned an initial $2,500 donation into $4,500 for the branch which has many non-English speaking patrons. His other overviews included $180,000 that will go toward library materials in 4 installments of $45,000 and $145,393 in 4 installments of $36,348.25 for Personal Services and Library operations. Lastly, the Promise Realized Campaign plans to repay $100,000 or more to the City of Springfield which will be about $1.4 million repaid for the East Forest Park Branch Library. The Foundation’s total contributions plus additional grants equal $499.730.73. Mr. Blumenfeld is confident that the more people know about The Foundation, the more resources will come in and the pool of funding can expand even further. Planning to roll out planned giving initiative in the near future. |  |
| **3. Springfield City Library Strategic Priorities, 2019-2022: Vote to extend to 2024** | There is no language change to the current Library Strategic Plan. The only change is the date, which has been extended from FY22 – FY24. Commissioner Fyntrilakis motions to extend the date to end of fiscal year (June) 2024. Commissioner Lunghi seconds the motion. Roll Call. Commissioner Moriarty, Commissioner Lunghi, Commissioner Reilly, Commissioner Fyntrilakis, Commissioner Cary, Yes. The ayes have it. Motion Passed. |  |
| **4. Commission Committee Reports** |  |  |
| **5. Chairman’s Report** | Commissioner Cary asks if everyone had a chance to look at the letters written by Commissioner Reilly and Commissioner Fyntrilakis regarding the State Street crossing but will take suggestions by email and forward them after one more round of proofing. Not expecting to hear much more until mid-October when more data is presented. Commissioner Cary shared that he enjoyed his time at the Puerto Rican parade and encountered many people that still don’t know that library services are free. Would love to get information in multiple languages that let people know about the services.  |  |
| **6. Director’s Report** | Director Fogarty reports that the Outreach Van has been purchased and it was a team effort to get everything done in time. Commissioner Cary shared a picture of the van wrap designed by TSM.Director Fogarty had a meeting with GZA Landscaping for East Springfield project. Pat Sullivan and Jon Carignan represented City Facilities and also attended the meeting. Looking forward to completion of bid ready documents, going to bid and hopefully starting the project in the spring. Aieshya Jackson finished the state aid application and will submit to the MBLC. The Library will get a 20% increase due to a State budget increase. The Library expects to receive approximately $499,000 for FY23. We have met all of the State Standards for Public Libraries .The Director attended a CWMARS Users Council and a great takeaway she learned about was that they voted on a new fine-free network so any new libraries joining the network have to be fine-free. The Library received a Mass Cultural Council grant of $20,000 which is $5,000 more than last year. The Summer Reading Program was a great success and although many statistics were still being counted, it was shared that there were 4,723 participants. The Mass Board of Library Commissioners will be having their November board meeting at the East Forest Park Branch Thursday, November 3rd at 10am.Jamillah Medina Nova addressed the Commissioners about the e-blasts that were sent out the day prior to about 2,500 patrons who had emails attached to library accounts with fines. She explained that there were already 600 unique opens and climbing and for all emails that bounced back, there is a plan in place to send physical postcards to addresses provided. This effort is in collaboration with Zach Bartlett, who created the original spreadsheet that included the names, emails and addresses of those patrons.  |  |
| **7. New/Other Business** | Commissioner Moriarty wanted the record to reflect his disappointment that there isn’t Spanish on the Outreach Van brand wrapping and it was a missed opportunity for us living in such a diverse community. He also wanted to know the progress on planning an East Forest Park gala. Director Fogarty will confirm the plans and details with Mr. Blumenfeld as there is a Library Foundation meeting in November and this could be a topic of discussion. Commissioner Fyntrilakis visited Mason Square Branch and was happy to see familiar faces that were promoted and appreciates that the library is promoting within the system. Commissioner Reilly visited the Makerspace at the East Forest Park Branch and got a tour from Christopher Franks( Emerging Technologies Librarian). He was very pleased with his findings there. He asked if there were any stats on the makerspace usage. Director Fogarty will prepare them for the next meeting. The Commissioners plan to discuss returning to in-person Commission meetings at the November 2 meeting.  |  |
| **8. Executive Session:**  | **Not Needed.** |  |
| **9. Adjournment** | **6:30 pm** |

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