**Place:** Zoom Online

**Date:** September 7, 2022

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

**Absent:** Clodo Concepcion, Meghan Lunghi

**Staff:**

 Molly Fogarty, Library Director

Jean Canosa Albano, Assistant Director

Aieshya Jackson, Business Manager

**Call to order:** Meeting called to order at 5:33 p.m.

**­­­­­­­­­­­­­­­­**

|  |  |  |
| --- | --- | --- |
| 1. Approval of Minutes from the June 1,, 2022 Library Commission Meetings. | Approval of June 1, 2022 minutes. Commissioner Moriarty moves to accept the minutes as written. Commissioner Maynard moves to second. Roll Call. Commissioner Maynard; yes, Commissioner Moriarty; yes, Commissioner Cary; yes. All in favor. Minutes Approved.  |   |
| **2.Commission Committee Reports** |   |  |
| **3. Chairman’s Report** | Commissioner Cary provided updates on the proposed pedestrian walkway from the Central Library to the State St. parking lot. DPW Director Cignoli provided updates to the City Council Maintenance and Development sub-committee on August 22. The study has been extended to capture School bus traffic through September 9. Several issues related to supply and demand are delaying the project completion from November, 2022 to the Spring of 2023. The Hawk and Lighting systems needed are not available. The final plan for the pedestrian walkway will be developed as soon as there is more data. Commissioner Cary asks Commissioners Fyntrilakis and Reilly for suggestions to continue to focus on advocacy for this project. Commissioner Reilly asks for clarification that there is indeed a commitment to compete this project to which Commissioner Cary responds with the elements that were agreed upon which are: a Hawk lighting system, an elevated pedestrian walkway, two lanes changing to one lane and an island in the middle with a second button to complete the crossing. Commissioner Moriarty expresses his concerns that the safety issues increase around this season when there is less light, so it is disappointing the work won’t be done for this Fall season. There is still a big concern for safety over the next six months. Commissioner Fyntrilakis mentions seeing plans with a completion date of April 2023 and suggests that the Commission contact City Officials and City Council members to express their disappointment that the project is delayed until the Spring. There was just another accident at American International College further up State street that resulted in two injured and there has been talk about getting flashing lights for that area. If they can get flashing lights, there should be no issues getting the Library the lights as well. Commissioner Reilly again asks if Commissioner Cary believes that after the tragic death of Library Employee Gayle Ball, last November as a result of being hit by a car while crossing State St. after work to get to the parking lot, that the project will get completed by the new date, to which Commissioner Cary responds, he does believe it will get done but he’s not confident it will happen in the timeframe presented unless the Library Commission and invested community members, organizations, state and local officials continue to be involved. Commissioner Cary suggested that the Commission also contact State Senator Adam Gomez and State Representative Carlos Gonzalez, who represent the Central Library district, to which the Commission agrees it would be beneficial to get them involved. . |  |
| **4. Director’s Report** | Director Fogarty says The Library started with a great 2023 budget with a $220k increase which helps continue the 200 mobile hotspots. Another project that was funded was the MeeScan which will be piloted at The Central Library to see if it’s worth the $50k investment. Some projects are taking longer than planned- the East Springfield Branch landscaping project which is funded by the Community Preservation Committee in the amount of $85,000 is in process with a preliminary design and some new additions. There will be a meeting on September 28, 2022 to review the plan which should be 95% compete. It will determine how much can be done in-house and what the budget for the rest would be. Looking for it to be done by next spring or early summer.The Brogan dedication for the Brogan Research Room at the Central Library on July 14 was very successful. The project is going great with carpet having been installed, new equipment purchased and furniture ordered... The Outreach Van project which has been delayed for various reasons over the year was still held up with a deadline of September 30th, to spend the $50,000 MBLC grant. Bill Pianka, the Fleet Manager for DPW was able to locate a van for the Library once we confirmed that the Van we had procured in September, 2021 would not be delivered in time. The Library Department is very appreciative of Mr. Pianka’s efforts. to find a new van in time.Director Fogarty thanks Commissioner Cary again for all of his work with overdue fine elimination and meeting with The Mayor. Ms. Canosa gives an initial report that materials are coming back and that there isn’t a huge run-up of people keeping things out. Based on the publicity so far, items have come back and patrons are contacting the library on how to restart their library cards. Zach Bartlett, manager of Borrowers’ Services ran a report to find folks with an email address of overdue fines. Jamillah ran that list through LibraryAware which can validate these address to send out an email blast to everyone to bring their items back, no fine or just to come back in general. For anyone who doesn’t have an email address, a postcard is being worked on to mail out. Director Fogarty says that the data for summer reading is still being collected. Assistant Director Canosa reports on the Strategic Plan and the consideration for extension. It does expire in 2022 and since the Library was closed to the Public from March 2020 – July, 2021, the Library would like to extend the plan to 2024. It will be voted on at the October meeting. Ms. Canosa will email the plan to everyone. The Action Plan is what changes yearly, and will be sent later this year. Will be working with TSM and Ms. Medina Nova on the upcoming Annual Report.Business manager, Ms. Jackson gives an update on the hand sanitizer palettes. They have been relocated to city facilities to be made use of leaving lots of space in the Mason Square garage. Ms. Canosa talks about the recruitment process and how it’s been going. She talked about the “great reshuffling” that has occurred. There have been13 hires which include 7 hires, 2 promotions & 4 transfers. You will also be hearing soon about self-service Legal Kiosks in partnership with WNEU Law School. The library is marching at the Puerto Rican Day parade and asks if anyone on the Commission would like to join. Ms. Medina Nova created a cool shirt and they are ready to be loud and have a great time!Commissioner Cary says he has to go back to The Mayor 6 months from the day the fine free was announced to report the data so is interested in what Zach has come up with and how it can be presented. Ms. Canosa Albano has invited Matthew Blumenfeld of the Library Foundation for the October meeting.   |  |
| **5. New/Other Business** |   |  |
| **6. Executive Session** | **Not Needed.**  |  |
| **7. Adjournment**  | **6:30 p.m.** |  |

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 , *Secretary*