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**Place:** Zoom Online

**Date:** December 6, 2023

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

**Absent:** David Maynard

**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 5:31 p.m. by Commissioner Cary

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| 1. Presentation: April Mazza, East Springfield Branch Building Program Consultant | April Mazza returns to obtain more information from the Commissioners and to announce that the survey results were in with lots of thoughtful feedback and no big surprises. Community members would love more parking, space, accessibility, a community room for programming and collections. So many people love the library and the neighborhood. Mazza hoped with their unique roles, that the Commissioners could lend more to the description of how the community interacts with the library and what it would best need to support that in the future. Mazza asked the following question: Which library trends are important to incorporate in the new library? Commissioner Cary responded with the desire to install solar benches outside of the library that would allow for people to charge their devices even after hours as they would also be able to connect to Wi-Fi from outside as well. He also mentioned the beautification that had been started, but that there is ample opportunity and need to partner with organizations to grow food as well. Commissioner Reilly stressed the importance of a place for reading and financial literacy which includes book displays and events. Commissioner Moriarty discussed how important it is to integrate the use of multiple languages and having a language lab, multilingual displays or interactive signage. Commissioner Fyntrilakis shared her love for the East Springfield branch and community after having worked there for years and its need for expansion in space and hours. Commissioner Cary brought up ADA compliance and mobility that will allow for more wheelchairs and strollers to have space and easy access. Commissioner Moriarty brought up civic engagement and digital/interactive ways for patrons to understand voting, our laws and so forth. Mazza asks if there are partnerships that the library envisions moving forward with to help grow, Commissioner Cary will share the partners associated with food insecurity and growing food gardens. Commissioner Fyntrilakis mentions East Springfield Neighborhood Council and Kathy Brown and its importance to the East Springfield Branch Library. Commissioner Reilly brought up Junior Achievement as a partner in regards to his suggestion about financial literacy. Commissioner Cary suggests that Mazza and Commissioner Fyntrilakis team up to talk to people in the neighborhood that would be helpful. Commissioner Moriarty also brings up the Federation of the Blind.Local business such as CRRC and Solutions were also mentioned as potential partners.  |   |
| **2.** **Approval of Minutes from the October 4,2023 Library Commission Meeting** | Commissioner Tim Moriarty moves to accept minutes. Commissioner Reilly seconds the motion. Roll Call: Commissioner Moriarty, yes, Commissioner Reilly, yes. Commissioner Fyntrilakis, was absent last month and does not vote, but honorary yes, Commissioner Cary, yes. Motion Passed. Minutes Accepted.  |  |
| **3. Commission Committee Reports** | N/a |  |
| **4. Chairman’s Report**  | Commissioner Cary shares updates on the forward movement of the State St. crosswalk project, which is scheduled to begin in Spring, 2024. He also shares the future of the areas and buildings surrounding The Library. More updates and details regarding these matters will follow as they are confirmed and made official.  |  |
| **5. Director’s Report**  | Director Fogarty gives updates that there will be a building program update next week with April Mazza on what the East Springfield building could be. The number of responses from the survey and meetings with staff and neighborhood council were very helpful. There is lots of work to be done starting in the New Year. Commissioner Cary asked if the paper surveys were only picked up at the East Springfield Branch Library to which Assistant Director Canosa Albano responded they were there and at the East Springfield Neighborhood Council. This year the library will be hosting the Legislative Breakfast on February 23rd for Senators Gomez & Oliveira at the Brightwood Branch Library.Three light poles were put up by Eversource last week. (They were previously knocked down in a motor vehicle accident.) Mary Frederick worked on a solution for the Forest Park phone lines with the city’s IT Department and CW/MARS. They will allow us to use their fiber and put in a new phone system. The data installation and data drops will begin in the upcoming week. No completion date at the moment, but the process is moving forward. The NELA Conference was very successful. Assistant Director Canosa Albano was on the conference committee and did a ton of work with all of the local arrangements and secured Mayor Sarno for a ribbon cutting to welcome colleagues from all over New England. Springfield Library Foundation had its annual meeting and is currently working on budget requests. It is already time to work on the next strategic plan and the Commissioner’s help and insight regarding the plan will be needed in the near future. There is funding to do customization for the outreach van and a meeting was held earlier in the day which was very productive and yielded lots of ideas and suggestions to best utilize the van. A Fiscal ‘25 Action Plan was submitted in order to be eligible to apply for the ES construction grant and an upcoming LSTA grant. Commissioner Fyntrilakis asked more about the van to which Director Fogarty responded that is has been used at a few locations and events, but it is a shell in the back. This plan is in order to add in shelves and cabinets. that would allow it to be better utilized for outreach events.  Kudos are given to Mary Frederick from the Director and Commissioners for her efforts.  |  |
| **6. Strategic Plan Amended Coverage Dates** |   |  |
| **7. New/ Other Business-**  |   |  |
| **8. Executive Session** | Not Needed |  |
| **9. Adjournment** | **6:33 PM**  |

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