**Place:** Central Library Community Room

**Date:** June 7, 2023

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

**Absent:** Meghan Lunghi

**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 5:40 p.m. by Commissioner Cary

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| 1. Presentation: Matt Blumenfeld, Executive Director, Springfield Library Foundation | Matt Blumenfeld sends his apologies and has given the Foundation Report to Director Molly Fogarty. Reported by Director Fogarty:The Foundation is planning to contribute over $800,000 to The Library in FY2024. This includes $145,000 for operating expenses, which includes funding for Sunday hours at Central Branch and for technology. $180,000 for materials, $40,000 for music programming, up to $80,000 for new sound systems for several branches, $20,000 for branch grounds maintenance, and $300,000 toward the Foundations Promise Realized Pledge. The Foundation would greatly appreciate the attendance of Commissioners at the Donor Thank You event at the East Forest Branch on June 22, 2023.  |   |
| **2.** **Approval of Minutes from the May 3, 2023 Library Commission Meeting** | Commissioner Tim Moriarty moves to accept minutes. Commissioner Maynard seconds the motion. All in favor. Minutes Accepted.  |  |
| **3. Commission Committee Reports** | N/a |  |
| **4. Chairman’s Report**  | Commissioner Cary shares that the Forest Park branch was having trouble with kids spilling over to The Drama Studio. They got their beloved security guard (John) from Jackson security back and it has made all of the difference. Amelia Hayes-Rivest of The Drama Studio says the difference is night and day. “Whatever shifted at the library has shifted everything and we are so grateful.”Director Fogarty thanks Aieshya Jackson for rebidding the Security Contract... The new contract was awarded to Jackson Security.NEPM & Focus Springfield are working on music events after a reorganization, The events will likely be hip-hop and jazz related and will try to hit all of the branches for events some time 2023-2024. Commissioner Cary will connect with Jean for planning for the fall & spring to save space. |  |
| **5. Director’s Report**  | Director Fogarty shares the status of the East Springfield project. They have hired a consultant, April Mazza to develop a Library Building Program for the East Springfield Branch that will meet the needs of the Community for the next 30 years.. April Mazza and the Director’s office had a meeting with East Springfield branch staff. There is a meeting set up next with East Springfield Neighborhood Council Board... The biggest part of the grant is a statement of need. Other parts include a building assessment and the library is currently working with My-Ron Hatchett and an engineering/ architect company on that with a scheduled meeting for tomorrow, June 8th. The Grant is due May 2024. Grant reviewers will go over everything during the summer of 2024 and will vote in the fall (September/October, 2024)Commissioner Moriarty asks if a second floor is being considered. Director Fogarty responds that part of the application process is to submit at least one additional site, If the grant is awarded funding for the Planning and Design Phase, an Architect will be hired. The Library Building Program will be used to guide the design and help determine the site and design for the East Springfield Branch. Assistant Director Canosa Albano whether it is an expansion that would include a second floor will have to be determined by the architect.Commissioner Reilly asks, “How do we prove the need that they look for?”Director Fogarty explains that conversations about the needs of the community for library services and how the existing building does not meet those needs Another requirement for the grant is the ability and capacity of the City to fund and maintain the new Library.Commissioner Cary asked if there is fiber optics for the phone lines installed to which Director Fogarty responds it needs all new upgrades. Commissioner Fyntrilakis asked about the previous phone issue at Sixteen Acres and was told it was fixed and that the age of the system at all branches has them all on a potential list for upgrades. Commissioner Cary asked would there be a need for community letters of support and he was told yes, in the future. Directory Fogarty also explained that there need to be votes from City Council that approve applying and appropriations of $150,000 for the Planning & Design phase. The Library Department City Council budget hearing was on May 31st and went well. The Councilors were very complimentary. The Fiscal 24 budget is $5,931,668, which is a $500,000 increase from FY23. The FY24 budget includes funding for additional hours for the East Forest Park Branch which will include two mornings and 1 evening at East Forest Park branch and additional funding for Community Room access for East Forest Park and Mason Square. Ms. Jackson will work with Jackson Security on the details and schedules. . Additional hours for East Forest Park to begin October2nd. City council vote on the City FY24 budget on June 20.Assistant Director Jean Canosa Albano reports: there is a new manager for Forest Park & East Forest Park branches, Cherokee Lowe who will arrive next week from Oklahoma. Ms. Lowe has over 20 years in library systems starting as a clerk. Commissioner Maynard brought up questions about a strategy for upcoming festivals and how to get the library involved/seen at all of them to which Assistant director Canosa Albano responds that it is a staffing issue at the moment to have enough people to work and attend all of the events. The library currently participates in many community events.There was a brief conversation about getting library visibility and letting community members know all of the great things the library has to offer, as well as ways to get visitation up. Vote on Safe Child Policy revisions.Commissioner Moriarty moves to accept the policy as edited. Commissioner Maynard seconds the vote. All in favor. The edited policy passes. Commissioner Moriarty asks if it can be posted without the tracked revisions and assistant director, Canosa Albano will check on that question.  |  |
| **6. New/ Other Business-**  |  Commissioner Moriarty asks about the library’s current book banning policy. Director Fogarty describes the current policy that the commissioners revised in the past but also agrees to resend it out to everyone so it can be reviewed again. Compliments all around on the Annual Report. |  |
| **7. Executive Session** | Not Needed |  |
| **8. Adjournment** | **7:15 PM**  |

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