**Place:** Zoom Online

**Date:** March 1, 2023

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

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

**Staff:**

Molly Fogarty, Library Director

Jean Canosa Albano, Assistant Director

Aieshya Jackson, Business Manager

Jamillah Medina Nova, Community Relations Coordinator

Maggie Keane, Reference Librarian

**Call to order:** Meeting called to order at 5:35 p.m.

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| 1. Approval of Minutes from the February 1, 2023 Library Commission Meetings. | Commissioner Cary mentions an edit needed to the spelling of a name in the previous minutes. With that edit Commissioner Moriarty moves to accept them. Commissioner Fyntrilakis seconds the motion. Commissioner Moriarty, yes, Commissioner Fyntrilakis, yes, Commissioner Reilly, yes, Commissioner Cary, yes. Minutes accepted. |  |
| **2.Staff Presentation:**  **Maggie Keane, Reference Librarian, Central Library** | Maggie Keane, Reference Librarian at Springfield Central Library gave a presentation on the Massachusetts Center for the Book 2023 Reading Challenge, which will also be referred to as the Reading Challenge. The Reading Challenge encourages reading a different book each month and filling out a form online. Competing in all 12 months will enter participants into a raffle and completing any month will get them invited to an end of year gala. Keane creates a monthly display with signs, instructions, title lists that include books that fit each category and then sends them to each branch and posts to social media as a part of an ongoing campaign. There has been a great amount of social media engagement with the posts of readers sharing what they’re reading and asking others what they would read.  A highlight of in-person engagement for Keane was when she talked to someone about the display and the challenge and they got so excited that they signed up for a library card and came back to pick out a book all in the span of their visit. March’s Challenge is to read a Massachusetts Book Award Honoree. Keane has created a space where those who don’t know about the award or which books fall into the category can find the information. The challenge is also officially on the Beanstack app. Keane is very excited to get patrons excited about reading and teaching them how to use the library’s catalog.  Commissioner Cary emphasizes how great these efforts and displays are for engagement with patrons. Commissioner Fyntrilakis makes note of the importance of large print books in the displays and hopes they can be added to future displays as well.  Commissioner Reilly expresses his concerns for those who may not read on a high level and how this challenge may be intimidating, but Keane ensures him that she’s taken accessibility into consideration and is working hard to have different types and ranges of books that fit each category. |  |
| **3. Commission Committee Reports** | No report. |  |
| **4. Chairman’s Report** | Commissioner Cary is happy to hear that the meeting with Councilor Zaida Govan with Health and Human Services Commissioner happened. Director Fogarty says it was a great meeting with the Health and Human Services Division department heads. Councilor Govan is supportive of the Library Department. He also was excited about seeing Anthony’s Book Club being such a success over the previous month and wondered if there were more upcoming. He then introduced the idea of voting on a calendar that allowed for in-person meetings again and combining with Zoom meetings as well. He will come up with something formal to introduce at the next meeting. Traveling to different branches was also discussed and will be a topic at the next meeting. Library staff will speak about which branches are available and conducive to in-person meetings. |  |
| **5. Director’s Report** | Director Fogarty reported that the East Springfield construction project has kept the Director’s Office busy over the past month. There was a meeting at the branch on February, 10th with the MBLC Building Consultant, Andrea Bunker, who they will be working with on the project. Also in attendance were Kathy Brown from the neighborhood council, Councilor Fenton, East Springfield Branch Manager Reggie Wilson and Supervisor Mayra Quiñones respectively. The meeting lasted several hours and was very productive. There was a workshop a week later that the MBLC put on for those interested in applying. Letter of intent is due April 28th. A letter from Mayor Sarno stating support for the project also needs to be included. The library will be working with My-Ron Hatchett again which they are very excited about. He was the project manager for the East Forest Park Branch construction project. May 2024 is the deadline to submit the grant.  We have been working on the annual report. There have been a couple of meetings with TSM who believe this will not be a typical annual report since there is no ignoring what happened in 2020. It will cover fiscal 20 to the end of fiscal 22. Director Fogarty tells the Commissioners that Jamillah Medina Nova has been working alongside TSM and has been giving them all of the news releases, photos and other content that would be beneficial for creating the report. Director Fogarty asks if there’s anything she’d like to add. Medina Nova expressed that the theme of the report will be that we continued serving even when the doors were closed, and what the library did to impact the community: going digital for lots of programming, creating take & make activities, creating outdoor spaces to host events to engage with the community, being a location for test kits and testing etc. The library even managed to grow their reach while the doors were closed by pivoting to these new norms. Even though patrons couldn’t physically be in the buildings the library found ways to connect. Medina Nova has collected pictures, quotes, patron stories, and news releases which have been sent to TSM. A style has been voted on and TSM will use the assets given to them to create the first draft of the report.  Director Fogarty expresses her excitement about the project and that the fiscal 23 report will go back to more traditional standards, but this one was important to acknowledge in this way.  Assistant Director Jean Canosa Albano says it’s important to build back, but not to what we had before, but in new ways. So much has changed, we don’t want to be like we were 3 years ago.  Director Fogarty says the lift at Indian Orchard is longer working and after 23 years, parts are no longer available to fix it. There is a quote of about $50,000 to fix it. Hoping to get the funding in the next few months.  Planning National Library Week the last week of April and looking forward to getting the outreach van out on the road. The Tuesday in that week is National Library Workers Day and they want to do something nice for the staff.  Commissioner Cary plans to connect with Director Fogarty & Ms. Medina Nova and will write a letter on behalf of the Commission for the annual report.  The City just settled the new SOLE union contract. The AFSME contract expires June 2024. In response to a question from the Commission concerning contracts, Director Fogarty stated that Aieshya Jackson’s first year included submitting bids for Branch Security, Custodial services and Delivery since these three contracts expired in May 2022. The new contracts are in effect for three years. |  |
| **6. New/Other Business** |  |  |
| **7. Executive Session:** | **Not Needed.** |  |
| **8. Adjournment** | **6:40 pm** |

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, *Secretary*