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**Place:** Zoom Online

**Date:** January 3, 2024

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

**Absent:** David Maynard, Matthew Reilly

**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 5:32 p.m. by Commissioner Cary

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| 1. Presentation : David Meeks, Manager Brightwood and Indian Orchard Branches | David Meeks introduces himself and his newest project of advocating for the e-library system. He proceeds to give a visual presentation on what e-library is, who can access it and how it can be used.  He then discusses the CWMARS app that is available to patrons, which gives them access to their entire account, having their library card on their phones- which has helped substantially with teens who may forget the physical card at home.  Apps Mr. Meeks discusses are Libby, Hoopla, Kanopy, Comics Plus, Freegal Music, Newspaper options.  Commissioner Cary asks if the student traffic is picking up again to which Mr. Meeks says it is, but not as much as pre-pandemic. They found that students used to wait at the library before they could go home and now they don’t have to so they are using that information to pivot and create programs that draw them in (i.e., with video games)  Commissioner Cary asks more about the Freegal app and music, to which Meeks elaborates more.  Commissioner Moriarty asks if any of the software is available in other languages, if there is an annual/monthly cost, and if a connection with patrons can be made with MLS sponsored wireless connection to books on the PVTA?  Meeks responds that Libby has an extensive language selection for the software but the content will depend on what language it is created/adapted in. That also goes for Hoopla. Kanopy has a great deal of foreign movie options. He defers to the Directors office to answer about the PVTA question and states that Libby is available through our membership with CWMARS while Hoopla is based on a yearly licensing subscription.  Commissioner Lunghi thanks Mr. Meeks for his presentation then asks if there are any stats of what percentage of patrons are accessing the e-library. He doesn’t currently have the stats and says that Tom O’Connell and/or Zach Bartlett would have that information.  Commissioner Fyntrilakis asks if there is a way to go to branches and do workshops for patrons because it would be very valuable for patrons. Mr. Meeks says it is possible, he’s done a few and would look forward to do more in the near future as well as to make the services part of regular conversations with patrons.  Point of action: Checking with CWMARS to see what they offer for marketing material in other languages.  Jamillah will request a copy of the presentation from David to send to the Commissioners. |  |
| **2.** **Approval of Minutes from the December 6,2023 Library Commission Meeting** | Commissioner Tim Moriarty moves to accept minutes. Commissioner Fyntrilakis seconds the motion. Roll Call: Commissioner Lunghi, yes. Commissioner Fyntrilakis, yes, Commissioner Moriarty, yes, Commissioner Cary, yes. Motion Passed. Minutes Accepted. |  |
| **3. Commission Committee Reports** | N/a |  |
| **4. Chairman’s Report** | Commissioner Cary shares updates on the future of the area surrounding the library is still moving along and the details will be shared when they are confirmed. There have been a handful of requests about possibly attending the Commissioner meetings (which are currently held on Zoom) and asks for opinions from others. Commissioner Lunghi asks that since they are open meetings, do we have plans on going back to in-person meetings soon and will that affect the decision. Commission Fyntrilakis responded, we opened the meetings up and no one came, but if we go back to in-person meetings at Central Library, it would be easier for people to attend. Commissioner Moriarty says he’s not opposed to in-person meetings again when the weather is better and inviting those who want to, to attend.  There is also discussion on how to get people involved while still online but details to be ironed out soon. |  |
| **5. Director’s Report** | Director Fogarty says the office continues to work on the East Springfield construction grant and thanks the Commission because a lot of their input has been included in the Building Program. They have met with April Mazza and will meet again with her on the 9th for finer details to add into the Building Program and will complete the Building Program by end of the month. The Fiscal 25 budget is in process and the city has asked that the library go over its roster to insure everyone is listed at the right title and pay scale etc. They have been going through each line item to be prepared so that when the request to submit the budget comes, they will be ready. As a reminder, the library is hosting the Legislative Breakfast at Brightwood Branch Library on Friday, February 23rd  for Senators Gomez & Senator Oliveira Districts. The Library Commission are invited and encouraged to attend. Chair Cary will give opening remarks. The Mass Board of Library Commissioners will discuss their Legislative agenda for FY25. All line items requests have increased but the priority is State aid to Public Libraries for a 20% increase. For Springfield that would be an estimated $100,000 increase in state aid. This increase would provide funding for special projects moving forward.  The CWMARS Website statistics show that 85% of member libraries are now fine free so we are in good company. There was a press conference at Union Station to announce a partnership between Boston Public Library and Mass Library System working with public transportation across the commonwealth. People waiting for a train or bus can download items from BPL while they wait and they have expanded out to Western Mass.  Commissioner Cary expresses his enthusiasm for this service and wants the minutes to reflect that Commissioner Moriarty has been talking about this for years.  Commissioner Moriarty proposes the idea that we go into schools to do presentations on the e-library options, to which Assistant Director Canosa Albano says it is difficult because of scheduling but there are also ways to advertise. Aieshya Jackson says that flyers do go home through classes so this is a way we can continue advertising in the schools.  Commissioner Moriarty says he is happy to hear that the laptops and Wi-Fi are being returned in other languages, which means they are reaching non-English speakers. |  |
| **6. New/ Other Business-** |  |  |
| **7. Executive Session** | Not Needed |  |
| **8. Adjournment** | **6:32 PM** |

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, *Secretary*