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**Place:** Zoom Online

**Date:** March 6, 2024

**Attending:** Stephen Cary, Tim Moriarty, Meghan Lunghi, Rachel Sanders, Matthew Reilly, David Maynard

Krysta Fyntrilakis via OWL recording system

**Absent:**

**Staff:**  Molly Fogarty, Library Director

 Jean Canosa Albano, Assistant Director

Aieshya Jackson, Business Manager

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

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| 1. Presentation : Tom O’Connell, Manager of Technical Services and Collections | Tom O’Connell addresses the commission and talks about the two main driving forces in how he approaches collection development: Adaption and bringing in new patrons. He says his role is often referred to as “acquisitions” but he doesn’t like that term because it just means you’ll take whatever is available rather than having a focus on what is needed. This is why he calls it “collection development.” It’s important to figure out what the patrons are looking for and also anticipate their needs. He gives an example how times change and that what has recently taken over are things like Hoopla, Overdrive & Libby. The Library is averaging about 30 new Hoopla patrons a day and he can’t buy enough audio books. He also talks about bringing in new patrons. There are about150,000 people in the city and since they aren’t all coming through the door, we may be missing groups of people. This is where the idea of having tickets to hockey games and the orchestra came from. They have been popular. Mr. O’Connell says there is also plans to introduce vinyl records in the near future as well. He doesn’t want people to only think of the library as a place for books. The other place he is focusing is the electronic database. He is steering toward databases on life skills ie: research on starting a business, demographics, how to put together a lease etc. These databases really walk people step by step through life skills processes with short videos, glossaries, tests and everything else they need to know. There is also something dedicated to trades that starts with an assessment and has suggestion for trade jobs and where to begin, where to find scholarships, build a profile of skills and has a recruiting component. Commissioner Fyntrilakis expresses how great of a presentation Mr. O’Connell gave and how great the idea of vinyl records is. Commissioner Cary expresses his interest in making connections with the local trade high school when the databases are up and running. Commissioner Reilly asked a question regarding how people will find these databases and what would make it better than Google. Mr. O’Connell went on to explain the benefits of using the databases and how he plans on finding the right user etc. He also emphasizes the need for promotion and marketing surrounding it. Commissioner Fyntrilakis expresses her interest in using the databases because it would make her feel more secure- and then a conversation about the importance of security ensues. Commissioner Lunghi has questions about using information that could be used for data and there is a conversation about how the library doesn’t save user information- we lose the information for data and marketing, but we gain the trust of our patrons because they know we won’t use anything they search for. Commissioner Moriarty asks if the library looks at the Census data for collection databases. The answer is yes. He also asked if the library promotes tickets for hockey & orchestra tickets in other languages to which Mr. O’Connell responds that they are promoting in English but that that is a note he will take into consideration when thinking about expanding to people they haven’t already reached.  |   |
| **2.** **Approval of Minutes from the February 7, 2024 Library Commission Meeting** | Commissioner Cary asks for an edit to the spelling of his name that added an “e” and the governor’s name is missing said “e.” Commissioner Reilly’s name needs an edit as well. Commissioner Tim Moriarty moves to accept minutes with that edit. Commissioner Fyntrilakis seconds the motion. All in favor. Minutes with edits approved.  |  |
| **3. Commission Committee Reports** | N/a |  |
| **4. Chairman’s Report**  | Commissioner Cary shares how excited he was about the turnout was for the Legislative Breakfast. He also attended the Rotunda Rhythms event and states his plans to record the rest of them because of how special the events are. He will host the upcoming shows on the FOCUS Youtube. This is a great representation and use of the Rose Smith fund for the library. He has been working with Matthew Blumenfeld of the Library Foundation and expects to see more events/ work with local musical artists in the near future.  |  |
| **5. Director’s Report**  | Director Fogarty recalls the submission of the budget February 26th with the amazing help from Jean Canosa Albano and Aieshya Jackson. The next step is the Mayor’s budget hearing which is scheduled for March 18th. The want to have a dedicated outreach coordinator position.There was more discussion about funding and renovations plans for some locations. There was a meeting with MBLC consultants regarding the East Springfield project which gave further guidelines about what to submit. More assessments to come, along with narratives and documents. There is no request for letters of support, but instead for statements of need and finding if the city can support it. The Indian Orchard lift will be getting replace with the $50k funding received. There has been a 47% increase in circulation and 40% in visitation at East Forest Park branch with the added hours and librarians. Commissioner Maynard was happy to hear those numbers because he was going to ask about metrics. Director Fogarty said there have been increases in programming and visitation all around and she could prepare something that showcases those numbers. Commissioner Maynard also asks to include online numbers and asks questions that ultimately lead to the Library In Your Mailbox program that’s sends books to those who cannot make it to the library physically. There was more talk and discussion about the success of the Legislative Breakfast. Dr. Sanders is asked if she had any questions or thing to add. She added her enthusiasm to sit in the meeting and is currently taking everything in. She is excited to see the different ways to get youth excited to come through the doors. She also thinks that as an implant, the old school advertisements like radio and billboards will really help. Commissioner Fyntrilakis talks about advertising the library to let the community know what it does and that it’s there.  |  |
| **6. New/ Other Business-**  |   |  |
| **7. Executive Session** | Not Needed |  |
| **8. Adjournment** | **7:12 PM**  |

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