**Franklin Public Library**

**Board of Directors Meeting Minutes**

**January 24, 2022**

**Present**: Charleen Belcher, Kathleen Gerwatowski, Barbara Steele of the Board, and Library Director Felicia Oti. Ginette Preto and Amanda Rabbitt were absent.

**Call to Order**: Charleen called the meeting at 7:01 p.m.

**Public Comment:** Kim Shapala, Assistant Library Director, gave the board a description of her responsibilities. She handles scheduling and billing, manages the library website, social media content, including Instagram, writes press releases, develops adult programming, creates flyers and promotional materials, and provides training for new employees. Programs planned for the spring include camping and gardening. In May, the New England chapter of the “Sisters in Crime” authors will present a program.

**Minutes:** The minutes of the October meeting were approved.

**Report of the Board Members:**

**Kathleen:** Kathleen inquired about an article in the Boston Globe about legislation pending related to e-book restrictions for public libraries. Unlike print books, an e-book license has limited circulation privileges. Barbara commented that this is an equity issue. Felicia is not hopeful the legislation will pass.

**Charleen:** Charleen has been attending adult programming. She recently tried the cold wax painting at the Wrentham Public Library. Charleen will attend the program again when held in Franklin to see if there are differences.

**Barbara:** Barbara commented on the beautiful new display of the library’s history. She asked if the speed of the text display could be slowed down. Felicia will try to strike the right balance.

**Strategic Plan:** Once the strategic plan is approved, Felicia will hold a staff meeting to develop an action plan. She will present the action plan in September. The Board approved the strategic plan.

**Library Director’s report:**

* **Library Website**: Kim has strived to improve the library website. However, the library staff did not have authority to make changes. Lily, in the town’s IT department, obtained permission for Kim and Vickie to make changes to the library website.
* **Student Assistance Center**: To date, only one student signed up for student assistance. Felicia suggested that September might be a better time. She will also modify the application to include vaccination status/mask policy.
* **Mask mandate:** The Town Administrator instituted a mask mandate from December 27th - January 18th. Felicia extended the mask mandate. There have been a few complaints, which Felicia has handled personally.
* **FY23 budget:** The Library staff has made the FY23 budget proposal. They will meet with the Town Administrator in February for preliminary discussions.
* **Town-Wide Read:** *The 7 ½ Deaths of Evelyn Hardcastle* was selected for the Town Wide Read. There has been a lot of activity surrounding this title.

**Next meeting:** The next meeting will be held on February 28, 2022.

**Agenda for next month:** At the next meeting we will receive a restoration, budget**,** reference and public services, and action plan update.

**Adjournment:** The meeting was adjourned at 7:57 p.m.

Respectfully submitted,

Kathleen Gerwatowski