**Franklin Public Library**

**Board of Directors Meeting Minutes**

**September 25, 2017**

**Present**:  Sandi Brandfonbrener, Monique Doyle, Kathleen Gerwatowski, Doug Newton and Suzanne Stilgoe of the Board, and Library Director Felicia Oti.

**Call to Order**:  Sandi called the meeting at 7:00 p.m.

**Public Comment**:  None

**Minutes**:  The minutes from the August meeting were approved.

**Report of the Board Members**:

**Monique**:  Monique shared a Facebook posting from a teacher in a public school in Houston, Texas affected by Hurricane Harvey**.** Most of the books and library materials at the public schools need to be replaced.  The posting suggested matching people or organizations with classrooms in need. This initiative will be discussed at future meetings when the library has reopened.

**Kathleen:**Kathleen described a program called Meeting Mommas which the Millis Public Library offers for mothers of infants. The purpose of the group is for sharing concerns and advice for new mothers. It is not infant story time. Kathleen met a new mother who travels some distance to attend this weekly group, simply to connect with other mothers.  Felicia will mention this program to the Youth Services Librarian.

**Sandi:** Sandi shared a mailing she received as Library Board co-chairperson announcing community outreach initiatives from the Norfolk County Registry of Deeds. Felicia will share the mailing with Kim Shipala, the Assistant Director.

Sandi made a motion to approve the Archives Access Policy which has been reviewed at previous meetings. The motion wasapproved.

**Doug:** Doug made a motion requesting that Felicia receive an update from the Town of Franklin’s IT support department regarding access and after hours support for the Franklin Public Library. The Board approved the motion.

**Library Director**:  Felicia met with town administrators to discuss the meeting room policy.  Some language must still be revised and various viewpoints heard before the policy is finalized.

The Study Rooms policy was also discussed.  A decision was made to tighten the language and give examples of appropriate study room use.  A distinction needs to be made between the meeting room and the study rooms.  Felicia will confer with staff to revise the policy. The Board will review the policy at a later date.

The move into the renovated library is going well; however certain areas were unfinished at the planned completion date. The children's collection is now completely set up. The audiobooks, music and DVDs are also in place. Once the 3rd and 4th floor non-fiction shelving is installed, this set up with begin. The fiction and teen/tween section has not yet begun. As soon as the non-fiction shelving is completed, it will be all hands on deck. The Library may be ready for a soft opening around the second or third week in October.

**Next meeting**:  The next meeting will be held on October 23, 2017.

**Topics for next meeting:**At the next meeting library policies will be reviewed, updated and approved, including the study room policy andmeeting room policy.

**Adjournment**:  The meeting was adjourned at 8:15 p.m.

Respectfully submitted,

Kathleen Gerwatowski