**Franklin Public Library**

**Board of Directors Meeting Minutes**

**April 25, 2018**

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

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

**Public Comment:** Scott Nolan, Beth Mucciarone and Nancy Rappa of the Franklin Library Association were present. On behalf of the FLA Board of Directors, Scott would like to express thanks for the invitation. He looks forward to collaborating with the Franklin Public Library Board of Directors on the future of the Franklin Public Library. There has been a perception that the FLA’s decisions were made by Scott and the Treasurer. Scott wanted to assure the Board that he wants to work together as a team. Together everyone achieves more.

Monique and Scott discussed a meeting four years ago attended by several FLA members, Monique, Sandi, Felicia and others at the Town Hall. Monique recalled that the meeting involved the FLA distributing funds yearly to the library in a town account. Scott recalled that discussion centered on the purchase of computers and e-books. The funds were distributed for the 2015 fiscal year only. He hopes that the Library will approach FLA with the items it would like funded. Most recently, FLA spent $60K on digitization and $20K on a Benjamin Franklin bookcase. FLA has just made a commitment to donate $7K to create carved podium. Scott noted that the FLA is an independent body and prides itself on its transparency and accountability. He stated that when the FLA established its mission, "one of the things that it was very clear not to fund is operations." Nancy Rappa noted that the primary mission of the FLA is preservation and restoration.

Doug asked if the FLA would like a proposal from the Library with wish list ideas. Scott replied that it would be easiest to list the items, prioritize items based on the decisions made by the Library Board and submit it to the FLA Board for consideration. Funds have been disbursed for projects with restrictions. We agreed that Felicia and the Board would provide a list of items to the FLA. Scott noted that the FLA is scheduled to dissolve in 2022 so the funds must be used by that time.

Scott observed that it would be advantageous if the Franklin Public Library hired an experienced grant writer. This would be a forward looking initiative. There are grants available for which the Library may qualify.

Felicia asked Scott if the FLA Board reviewed the NEDCC proposal for assessment of all historical documents. The FLA Board expressed concerns regarding the vagueness and scope of the project. The NEDCC list will provide concrete and specific details.

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

 **Report of the Board Members:**

**Monique**: Monique commented that she had received feedback requesting more adult programming, especially topics with more than one session.

**Kathleen:** Kathleen shared an article stating that the Library of Congress has digitized 8000 of Benjamin Franklin’s papers.

**Sandi:** Sandi has started collecting special needs books for a library in need in Jamaica.

**Library Director:** The Building Committee has been dissolved and the Facilities Director has assumed responsibility for the remaining items on the punch list. In the next few weeks the gutters will be cleaned or replaced. The electrician will be at the Library to install the heat trace in all of the gutters. The lights in the lobby which face the Ray painting will be refocused to prevent glare. All of the window sills on the fourth floor will be repaired. The landscapers will replace the dead plantings. All of this should be completed by mid-May.

Training will be provided to the staff for the security cameras and a security gate will be installed. The Fire Department will provide CPR training as part of the safety and emergency workshop. For convenience, the training will be held at the Library. Catalog computers were added to the third and fourth floors so that now each floor has a catalog computer.

The Assistant Youth Services will be posted soon as it required some enhancement. April school vacation programming was a huge success. Caleigh and the staff did a tremendous job. Vicki has been working diligently to shelve the books in the archive room.

**Next meeting:** The next meeting will be held on May 21, 2018.
 **Topics for next meeting:** At the next meeting we will discuss the meeting room policy and determine if the Franklin Public Library should develop a policy for the exhibit/display cases. We will also receive an update on the punch list.

**Adjournment:** The meeting was adjourned at 8:25 p.m.

Respectfully submitted,
Kathleen Gerwatowski