Franklin Public Library

Board of Directors Meeting Minutes

September 24, 2018

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

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

**Public Comment**: None

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

**Report of the Board Members**:

**Monique**: The September book sale yielded $1532. The summer book sales in July and August earned just over $2000.

**Kathleen:** In June Kathleen inquired about the opportunity to learn about library events without Facebook. She was advised to go to the Franklin town website and check off library matters and provide her email address. Although she took these steps, Kathleen did not receive any updates. Monique and Doug reported that they have not received any updates from the town website either. Felicia will look into this matter. Kathleen also provided two handouts from the Enoch Pratt Public Library in Baltimore, including one on summer adult reading.

The Board reviewed a draft of the bulletin board policy. After some discussion, the policy was revised and approved.

**Strategic Planning**: The time has come to create a new strategic plan. The previous one was dated 2014-2019. Nearly all of the initiatives of this strategic plan have been accomplished. In order to create a viable strategic plan for the next five years, the Board would like input from the community. A survey would provide the information needed to move forward. Felicia will provide the Board with sample surveys by the next meeting.

**Library Director**:

Felicia went through the library renovation punch list item by item to update the Board on the status. Several items are pending; however many issues have been resolved. 80% of the items have been rectified.

The Franklin Library Association has asked the library to submit a list of potential items to fund and their approximate costs. Felicia will provide this list in writing before the Board meets again.

NEDCC is coming October 9th for the assessment.

The Board reviewed a draft of the adult programming survey and made some revisions. Felicia will make the changes and provide the survey to the community through various methods.

The Youth Services position has been filled with two professional librarians. Each librarian works 19 hours per week and offers different strengths and talents. There will be additional technology programs and story hours.

The Town Administrator would like to restore funding to the library so that it does not need to file for a waiver each year with the Massachusetts Board of Library Commissioners. On Wednesday, September 26th, the Town Council will review library funding to meet the municipal appropriations requirement [MAR.] The town restructured its staffing and released some money into the system which presents this opportunity.

**Next meeting**: The next meeting will be held on October 22, 2018.

**Topics for the next meeting**: At the next meeting we will discuss the Franklin Library Association response, NEDCC visit, strategic plan, and update the punch list.

**Adjournment**: The meeting was adjourned at 7:50 p.m.

Respectfully submitted,

Kathleen Gerwatowski

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