**Franklin Public Library**

**Board of Directors Meeting Minutes**

**October 28, 2019**

**Present:** Charlene Belcher; Sandi Brandfonbrener; Kathleen Gerwatowski; Ginette Preto; Amanda Rabbitt; Alison Wallace of the Board; and Library Director Felicia Oti. Monique Doyle was absent.

**Call to Order:** Sandi called the meeting at 7:03 p.m.

**Public Comment:** None

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

**Report of the Board Members:**

**Sandi:** Sandi visited the Portland, Oregon public library last month. She shared brochures about the art and history of the central library. Sandi suggested the Franklin Public Library offer a similar type of literature to library visitors. The Board discussed how to proceed. Ginette will contact printing companies in town about producing similar brochures. The Portland library also had the most current and popular titles available for speed read for both adults and children. Their library also provides a combined list of schedule activities for both children and adults, rather than separate listings such as the Franklin Public Library provides.

The October book sale yielded $1681. This amount is a little lower than past months where the amount was in the $1900 range. Charlene mentioned donating books that are not sold to the nonprofit called *More Than Words*, which comes and collects all the books.

**Kathleen**: Kathleen inquired about the library technical support sessions suggested in the past. Felicia replied the staff plans to offer this on Thursdays and see how it is received. Sandi noted that the Portland library offers specialized classes on technology training such as Excel. Ginette mentioned that *Nerds to Go* might be willing to offer drop in sessions at the Franklin Public Library. This would be for non-library related applications. Ginette will contact them.

Kathleen also asked about public interest in the art and collection display areas. There was no art display in the community room on Monday night. Felicia commented the schedule for both areas was open. Ginette and Amanda will contact the art teachers at the schools in town to encourage and generate more activity.

**Library director:** Felicia is still waiting for the Caning assessment. The FLA is eagerly anticipating the report. The punch list from the renovation/expansion is now complete. However the survey has yielded additional requests, such as stairs close to the side door, and an extension of the ramp entrance railing. Parents of young children and people with mobility issues have issues with the current access. Jamie Hellen, the Town Administrator, asked the Library for a five-year vision statement. Felicia and the library staff submitted one. Felicia met with Jamie to discuss the vision statement. The Board will begin incorporating the vision statement into the strategic plan at the November meeting.

The final report of the summer programs tallied 621 participants, which is fewer than past years. In past years, there have been as many as 4000 participants enrolled. The schools are no longer requiring extensive summer reading. Students are only expected to read a couple of books. Regarding the low number of this year's program, Felicia responded, “We can change that.”

Next week there is a union meeting for library staff to vote on a contract.

Mitzi, one of the Youth Services librarians, prepared a teen space wish list presentation for the consideration of the Friends of Franklin Library. For each item, Mitzi provided an explanation of the item, and two choices of price points. In addition, she suggested an extra set for the 'Library of Things' so teens could borrow the items. The wish list included a microphone, photo video studio light, portable camera, television screen, and games. Mitzi found refurbished items to reduce costs. If none of those items appealed to the Friends, she suggested Chrome Books. There are currently 22 girls in 'Girls Who Code' group using an outdated Chrome Book. The goal is to accommodate 25 girls. If neither the teen space wish list nor the Chrome Books are met with agreement from the Friends of Franklin Library, Mitzi provided a suggestion list for the 'Library of Things.' The Friends inquired if there were issues with bandwidth, etc. that could slow Wi-Fi access for library patrons. Felicia sent an inquiry to the town's Information Technology department and learned that bandwidth would not a problem. The Board advised Felicia to send a request list each month to the Friends with the hope that some of the items will be well-received.

**Next meeting:** The next meeting will be held on November 25, 2019.

**Topics for the next meeting:** Strategic planning; the response from the schools regarding the art display; Nerds-to-Go possibility; and brochure printing costs.

**Adjournment:** The meeting was adjourned at 8:28 p.m.

Respectfully submitted,

Kathleen Gerwatowski