**Franklin Public Library**

**Board of Directors Meeting Minutes**

**May 24, 2021**

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

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

**Public Comment:** None

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

**Report of the Board Members:**

**Kathleen:** Kathleen noted that she observed a mother and daughter who could not enter the library at 4:08 p.m. and expressed hope that the library hours would be expanded soon.

**Charleen:** Charleen shared that she attended the virtual Kitchen Table Art event on mandala painting offered by the library. She felt there was a bit of a disconnect between the instructor and the attendees. Charleen felt the instructor was not sufficiently responsive, not properly prepared for the event, neglected to answer the chat, and other challenges. Ginette will provide the name of another artist for future events.

**Library Director’s Report:** Felicia had shared the preliminary survey results for the Board to read before the meeting. The Board discussed the responses, particularly the pervasive issue of the long ramp to the parking lot entrance. As a first step, signage will be improved to direct patrons to the School St. entrance as an alternative to the ramp. The survey runs through May 31st.

**Reopening Update:** Felicia stated the library will return to normal hours on June 1st. All ten computers will be restored to use. Programming will remain outside, weather permitting. Curbside delivery will cease. There are technical issues with notifying patrons and checking out the book. Curbside delivery also presents access challenges for wheelchairs to enter the vestibule area and maneuver past the book carts. Amanda suggested a program when the library fully reopens to re-introduce the library and its services to the community. Felicia replied that the library staff has been brainstorming to identify ways to market the library’s services.

The library book sale will return in June outdoors. The Board suggested this would be a good opportunity to promote library services and assist patrons to access them. For example, a staff member could demonstrate adding Hoopla to one’s phone.

Janice Roddy decided to retire after 26 years. Her last day was May 1st. Two staff members have been on leave and will return in late June. Therefore, the Library is down three staff members.

Felicia acknowledged that the library website needs improvement. The menu is too long along the sidebar. Felicia will enable the Board to beta test the changes and provide feedback.

Based on the survey responses, the library plans to continue offering make and take crafts. Also, there will be a hybrid model for programming, which will allow the greatest attendance. The library will purchase necessary software so that in September every program can be virtual and in-person.

**Next meeting:** The next meeting will be held on June 28, 2021.

**Agenda for next month:** At the next meeting we will receive another reopening update, the survey findings, and learn about summer programming.

**Adjournment:** The meeting was adjourned at 8:15 p.m. The Board said goodbye and thank you to Sandi, who has resigned from the Board.

Respectfully submitted,

Kathleen Gerwatowski