

Franklin Public Library
Board of Directors Meeting Minutes

December 5, 2016

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 7:06 p.m.

Public Comment: None

Minutes: The minutes from the October meeting were approved as amended.

Report of the Board Members:

Kathleen: Kathleen asked about the Minuteman Library app calendar. She asked if the calendar could be customized to reflect the Library's activities rather than the town calendar. Felicia will pursue this feature.

Monique: The By-Laws Resolution is on hold while the Board explores what is expected of board members. The Town Administrator advised that the Town Charter governs the Board of Library Trustees. In addition to what the Town Charter states, the resolution should have operating principles that guide and define the role of trustees.

Monique will update the library foundation materials by the January meeting.

Doug: Doug will draft some operating principles language to include in the By-Laws Resolution and send it to the Board for review to discuss at the next meeting.

Library Director: The building committee subcommittee is making final decisions on fabric and shelving.

A Youth Services Librarian has been hired and starts next week. She is smart, well-spoken and enthusiastic. Felicia believes she will be the right person for this age group. Caleigh Ross has been working in Natick and received her MLS from Simmons in 2015.

Felicia shared a copy of the proposed Library Rules/Patron Behavior guidelines which will supplement the Town of Franklin Rules and Regulations. Felicia will allow the library staff to read it one more time. Then the Board will discuss it one more time in January.

The Board discussed an interest survey which the library staff has developed to help the library move forward in the new space. Felicia will incorporate the suggestions and send it to the Board for comments. Once it is completed, the general public will have the opportunity to respond to the survey at the library, on Facebook, Franklin Matters, local newspapers and the town website.

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

Topics for next meeting: At the next meeting we will discuss the library interest survey, Patron Behavior policy, operating principles of trustees, resolution of By- Laws, library foundation, and receive a renovation/expansion update. We will also have the opportunity to meet the new Youth Services Librarian.

Adjournment: The meeting was adjourned at 7:55 p.m.

Respectfully submitted,

Kathleen Gerwatowski