**Franklin Public Library**

**Board of Directors Meeting Minutes**

**June 28, 2021**

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

**Call to Order**: Charleen called the meeting at 7:04 p.m.

**Public Comment:** None

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

**Report of the Board Members:**

**Kathleen:** Kathleen asked if the Franklin Public Library had offered any classes on platforms such as Zoom, Google Meet and WebEx since many people are now using these programs while working remotely. Felicia will determine if there is sufficient interest to offer this type of programming.,

**Ginette:** Ginette wondered if the Library was reaching out to the LGBTQ community since inclusion is part of the strategic plan. She also wondered if there might be programs in the future for parents to provide guidance on having conversations with children. Felicia said there are books in the collection to help in this area. A discussion ensued about how the library can support inclusivity.

**Library Director’s Report:** Felicia explained that we need to choose positions for the Board. We voted Charleen as President, Amanda as Vice-President, and Kathleen will continue as Secretary.

The survey results will be consolidated and presented to the Board in September. Many of the requests in the survey have already been met, such as expanding hours. Another example is one patron requested the O’Reilly database. However, the Library already subscribes to this expensive resource. It’s been rolled out and heavily promoted. The staff will use the book sales as an opportunity to market these databases.

Felicia will hold a staff meeting to discuss the survey results. She will describe what they’re doing well and where to improve. Oftentimes it’s a quick and simple fix. Felicia is exploring signage to remind patrons that two entrances are handicap accessible.

Opening Meeting guidance from the town was sent to all Board members. Felicia asked how we felt about returning to in-person meetings. Charleen observed that it would be nice to meet in the building we’re talking about. Each Board member voted yes to return to meeting in person in September.

**Reopening Update:** Everyone is quite content with the reopened Library, both patrons and staff. The only items that are not available currently are meeting rooms and toys. Study rooms have been very popular.

The summer reading program was planned for 60 programs outside. To date, it’s been necessary to move three of them into the Friends’ meeting due to weather. Attendance is not as robust as years ago, probably due to Covid and the lack of required reading from schools.

Caleigh returned from maternity leave today. She will be at the Farmer’s Market each week.

Felicia explored the artist who Ginette recommended for adult programming. The cost was higher than expected; and Felicia will attempt to negotiate to a more favorable price point.

Felicia has worked with the Town Administrator and the Director of Human Resources to convert four part-time positions into two full-time position. It’s more efficient and beneficial for the Library.

The Library has five hotspots to loan to patrons. Now the Massachusetts Board of Library Commissioners is offering more free hotspots; and Franklin will take five more. After the first year, the Library will need to pay for the additional hotspots. Felicia noted that ten hotspots will be the right amount. More than that would be too much work to oversee. Hotspots are used in homes without WiFi access for homework, SATs and more.

**Book sale update**: Part of the mission of the weekly book sale was to help people feel comfortable returning to the Library. This goal was accomplished. After June, the book sale will return to a monthly schedule. Book sale monies go to fund Sunday staff hours.

**Next meeting:** The next meeting will be held on September 27, 2021.

**Agenda for next month:** At the next meeting we will approve the strategic plan. Felicia will send it out in August so that we can come prepared to approve it.

**Adjournment:** The meeting was adjourned at 8:33 p.m.

Respectfully submitted,

Kathleen Gerwatowski