

Franklin Public Library
Board of Directors Meeting Minutes

March 2, 2026

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

Call to Order: Charleen called the meeting at 7:01 p.m.

Public Comment: Letha Heminway and Liz Pungitore of the Friends of Franklin Library joined the meeting.

Minutes: The minutes of the November meeting were approved. The January meeting was canceled due to inclement weather. The February meeting was moved to March 2nd due to inclement weather.

Report of the Board Members:

Kathleen: Kathleen shared a bookmark from the Concord Public Library with a QR code to complete their patron satisfaction survey. Felicia said they plan to use a QR code for the upcoming survey. Kathleen also shared a photo of the new Nook Pods at the Adirondack Club which cost \$6000. Felicia noted that those Nook Pods are not handicap accessible so they would not be acceptable at the Franklin Public Library. However, she will look at the company's website for other options.

Charleen: Charleen is serving as treasurer of the town's 250th Celebration Committee and shared that it requires a lot of time. She regrets that she is unable to attend the Friends' meetings going forward, except perhaps occasionally, due to the time commitment of the committee.

Library Director's Report:

- Felicia asked about the distribution timing of the satisfaction survey. The Board agreed that the survey will be released to the community on March 3rd for the month of March.
- The staff's vision results have been collected and will be synthesized for the Board by the next meeting. We will use this data to develop the strategic plan.
- The most recent FY27 budget proposes a level service. There are no cuts; however, the next step is the Finance Committee meeting on April 6th.
- The town has set up the library with an online payment system through UniBank for convenience. Credit card processing fees apply.
- Kaitlyn Wilber, new Assistant Youth Services Librarian, joined the staff on January 26th. She is off to an impressive start.

- The next Town Wide Read will be **Year of the Water Horse**, a memoir by Janice Page. The author lives in Braintree and Felicia hopes she will visit for an author talk.
- The Volunteer Appreciation Brunch will be held on May 2nd. Invitations will be hand delivered or emailed to save postage.
- Felicia shared her gratitude for the \$5000 donation from the Friends of Franklin Library. As this year's supplies budget was cut by \$10,000, this gift will be extremely helpful.

Next meeting: The next meeting will be held on March 30, 2026.

Agenda for next month: At the next meeting we will discuss the development of a property rental, commercial photography, and filming policy. We will also receive preliminary results of the satisfaction survey, the staff vision results, and value statements.

Adjournment: The meeting was adjourned at 7:37 p.m.

Respectfully submitted,

Kathleen Gerwatowski