



CITY OF WATERTOWN
Board of Library Trustees
Raya Stern Trustees Room

BOARD OF LIBRARY TRUSTEES MEETING
TUESDAY, MAY 2, 2023 AT 7:00 PM
RAYA STERN TRUSTEES ROOM
AGENDA

1. Call to Order
2. Secretary's Report
 - A. Minutes of April 4, 2023 Meeting
3. Public Forum
4. Financial Report
 - A. FY23 Budget
 - B. Burke Fund Report
 - C. HATCH Financials
5. Chair's Report
 - A. Reminder on Ballot Papers
 - B. Updates on Open Meeting Law Training
6. Director's Report
 - A. General Updates
 - B. Job Vacancies
 - C. WCOD
 - D. MCC Grant
 - E. ARPA Proposal
 - F. John Cotton Dana Application
 - G. Watertown Community Foundation Grants
 - H. FY24 Budget Update
 - I. Program Highlights
7. Old Business
8. New Business

- A. Introduction of Project Literacy Director Janet Saied
 - B. Consideration and Action on Social Media Policy
 - C. Consideration and Action on Public Comments Section of Trustees Agenda
- 9. Requests for Information and Responses
 - 10. Date of next meeting
 - 11. Adjournment

FY23 YEAR TO DATE BUDGET REPORT

ORG	OBJ	ACCOUNT DESCRIPTION	ORIGINAL APPROP	TRANFRS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
0161051	510111	FULL TIME SALARIES	1,726,020	-20,001	1,706,020	1,346,309.08	0.00	359,710	78.90
0161051	510112	PART TIME SALARIES	682,142	0	682,142	530,942.05	0.00	151,200	77.80
0161051	510130	OVERTIME	30,000	20,000	50,000	33,502.03	0.00	16,498	67.00
0161051	510141	SHIFT DIFFERENTIAL	3,719	1,250	4,969	3,736.25	0.00	1,233	75.20
0161051	510143	LONGEVITY	29,202	-1,250	27,952	21,538.25	0.00	6,414	77.10
0161051	510190	CLOTHING ALLOWANCE	2,925	1	2,926	2,925.50	0.00	0	100.00
		Total 0161051 LIBRARY - PERS. SVCS.	2,474,008	0	2,474,008	1,938,953.16	0.00	535,055	78.40
0161052	520211	ELECTRICITY	147,897	0	147,897	87,653.20	22,446.80	37,797	74.40
0161052	520213	GAS	40,347	0	40,347	22,413.09	1,586.91	16,347	59.50
0161052	520240	OFFICE EQUIPMENT MAINTENANCE	18,029	0	18,029	9,873.99	1,653.50	6,502	63.90
0161052	520241	BUILDING MAINTENANCE	44,451	2,558	47,009	28,282.90	4,348.20	14,378	69.40
0161052	520244	COMPUTER MAINTENANCE	119,889	6,852	126,741	80,806.84	27,388.36	18,546	85.40
0161052	530327	REGIONAL LIBRARY SERVICES	81,673	0	81,673	81,673.00	0.00	0	100.00
0161052	530342	COMMUNICATIONS - POSTAGE	1,700	0	1,700	1,700.00	0.00	0	100.00
0161052	530383	PROGRAM SERVICES	9,000	0	9,000	5,344.77	1,832.96	1,822	79.80
0161052	540421	OFFICE SUPPLIES	12,000	0	12,000	6,250.42	3,611.91	2,138	82.20
0161052	540422	PRINTING & FORMS	6,400	0	6,400	4,964.22	0.00	1,436	77.60
0161052	540425	PROGRAM SUPPLIES	750	0	750	750.00	0.00	0	100.00
0161052	540430	BUILDING MAINTENANCE SUP.	17,860	3,999	21,859	18,226.13	2,156.36	1,476	93.20
0161052	550511	BOOKS	481,000	0	481,000	409,837.83	56,927.01	14,235	97.00
0161052	550512	BOOK PROCESSING	45,000	0	45,000	14,971.54	6,890.61	23,138	48.60
0161052	570710	IN STATE TRAVEL	500	0	500	0.00	0.00	500	0.00
0161052	570730	DUES & SUBSCRIPTIONS	1,300	0	1,300	750.00	550.00	0	100.00
0161052	570735	PROJECT LITERACY/TOWN	10,800	0	10,800	3,654.33	1,270.68	5,875	45.60
0161052	570785	COMMITTEE EXPENSES	2,600	0	2,600	603.74	240.00	1,756	32.50
0161052	570787	STAFF DEVELOPMENT	10,000	0	10,000	5,393.05	2,658.80	1,948	80.50
		Total 0161052 LIBRARY - EXPENSES	1,051,196	13,408	1,064,604	783,149.05	133,562.10	147,893	86.10
0161058	580840	BUILDING RENOVATIONS	81,000	51,919	132,919	57,631.52	56,041.42	19,246	85.50
0161058	580870	REPLACEMENT OF EQUIPMENT	20,000	0	20,000	19,682.63	317.37	0	100.00
		Total 0161058 LIBRARY - CAPITAL	101,000	51,919	152,919	77,314.15	56,358.79	19,246	87.40
		Grand Total	3,626,204	65,327	3,691,531	2,799,416.36	189,920.89	702,194	81.00

FY23 Funds and Grants

Fund or Grant	7/1/2022	Available to spend balance as of 7/2/2022	Deposits YTD	Expended YTD	Current available balance	Notes
Book Funds						
Pratt (includes Pratt Stock)	140,049.22	9,706.08	2,537.51	-	9,706.08	80% of int on periodicals
Whitney	3,353.88	3,353.88	45.07	-	3,398.95	
Mead	5,937.88	2,937.88	87.03	-	3,024.91	
Charles	2,625.18	2,425.18	36.19	-	2,461.37	Armenian History books
Barry	3,364.91	3,364.91	51.34	-	3,416.25	
McGuire	3,084.76	2,084.76	56.36	-	2,141.12	
W. Pierce	23,645.88	3,645.88	339.30	-	3,985.18	
MacDonald	9,312.26	4,312.26	140.76	-	4,453.02	Grief related books
O'Reilly	10,318.05	9,818.05	142.22	-	9,960.27	Fiction
Stone	3,679.81	3,679.81	50.71	-	3,730.52	
Campbell	5,382.56	4,382.56	74.18	-	4,456.74	Large print books
Santoro	2,266.77	666.77	31.25	-	698.02	Art
Brown	2,557.12	1,557.12	36.01	-	1,593.13	Sci-fi books
Keith	4,100.49	3,100.49	56.50	-	3,156.99	Wat history books
Drucker	2,950.48	2,950.48	40.67	-	2,991.15	Humanities books
Special Gifts	45,007.45	45,007.45	10,519.12	10,173.16	45,353.41	Unrestricted
- Cohen Fund	8,799.45	8,799.45	-	-	8,799.45	Cookbook and Mysteries
- Makerspace Fund	6,301.16	6,301.16	60.00	3,485.37	2,875.79	Makerspace expenses
- Bookmobile Fund	13,335.00	13,335.00	-	2,553.14	10,781.86	Bookmobile expenses
- Gallant Fund	-	-	20,030.85	-	20,030.85	Children's dept
Other Funds & Grants						
Kaveny	36,772.83	8,401.34	506.94	-	8,908.28	Benefit of the library
Masters	4,473.44	1,766.44	61.67	387.52	1,440.59	Trustees discretion
B. Pierce	1,359.62	1,359.62	26.18	-	1,385.80	Trustees discretion
LIG/MEG	195,397.22	195,397.22	152,659.48	1,146.96	346,909.74	
Revolving Printing Account	8,070.51	8,070.51	8,959.74	12,131.69	4,898.56	
Friends of Project Literacy Fundraising	42,098.59	42,098.59	13,106.00	15,684.29	39,520.30	
McCall Gift Fund	52,725.54	52,725.54	-	4,588.73	48,136.81	For children's dept only

GRIFFIN FUND REPORT

MONTH ENDING	BEG BAL	ADDED	WITHDRAWN	INTEREST / DIVIDENDS	INVESTMENT MKT VAL ADJ	VERIZON DIVIDENDS	VERIZON STOCK MKT VAL ADJ	END BAL	CASH HELD FOR INV	CASH AVAILABLE FOR SPENDING	INV	
FY22 BAL FWD	203,784.66							\$ 228,632.81	\$ -	\$ 42,845.64	\$ 160,929.02	-
31-Jul	203,784.66			31.32	668.46		(14,751.60)	\$ 189,732.84	\$ -	\$ 43,545.42	\$ 146,177.42	10.00
31-Aug	189,732.84			2,187.47	(1,238.29)		(14,169.30)	\$ 176,512.72	\$ -	\$ 44,494.60	\$ 132,008.12	-
30-Sep	176,512.72			143.22	(1,515.22)		(12,422.40)	\$ 162,718.32	\$ -	\$ 43,122.60	\$ 119,585.72	-
31-Oct	162,718.32			32.91	(863.37)		-	\$ 161,887.86	\$ -	\$ 42,292.14	\$ 119,585.72	
30-Nov	161,887.86			2,176.56	1,320.25		5,208.35	\$ 170,593.02	\$ -	\$ 45,788.95	\$ 124,794.07	
31-Dec	170,593.02			97.78	(402.26)		1,358.70	\$ 171,647.24	\$ -	\$ 45,484.47	\$ 126,152.77	
31-Jan	171,647.24			43.30	24.27		7,019.95	\$ 178,734.76	\$ -	\$ 45,552.04	\$ 133,172.72	
28-Feb	178,734.76			2,218.11	(1,065.16)		(8,928.60)	\$ 170,959.11	\$ -	\$ 46,704.99	\$ 124,244.12	
31-Mar	170,959.11			139.06	997.36		258.80	\$ 172,354.33	\$ -	\$ 47,841.41	\$ 124,502.92	
30-Apr							\$ -	\$ -	\$ -	\$ 47,841.41	\$ 124,502.92	
31-May							\$ -	\$ -	\$ -	\$ 47,841.41	\$ 124,502.92	
30-Jun							\$ -	\$ -	\$ -	\$ 47,841.41	\$ 124,502.92	
FY23 TOTAL				7,069.73	(2,073.96)	-	(36,426.10)	\$ 172,354.33	\$ -	47,841.41	\$ 124,502.92	10.00

FUNDS USED TO PURCHASE ADDITIONAL SHARES

Burke			
	Allocated	Expenditures	Available
Teen Materials	\$ 2,813.00	\$ (2,828.87)	\$ (15.87)
Teen Programming	\$ 2,848.00	\$ (1,860.59)	\$ 987.41
Children's Materials	\$ 1,406.00	\$ (1,406.00)	\$ -
Children's Programming	\$ 8,862.00	\$ (8,409.79)	\$ 452.21
Adult Materials	\$ 1,406.00	\$ (1,406.82)	\$ (0.82)
Adult Programming	\$ 4,115.00	\$ (3,955.00)	\$ 160.00
Museums	\$ 5,000.00	\$ (4,300.00)	\$ 700.00
Movie Licenses	\$ 1,675.00	\$ (1,666.68)	\$ 8.32
Total	\$ 28,125.00	\$ (25,833.75)	\$ 2,291.25

FY23 HATCH Summary

	July 1 Allocation	Adjustments (new funds added)	Encumbrances	Expenditures	Available funds
Special Gifts	\$ 375.92	\$ 60.00	\$ -	\$ -	\$ 435.92
LIG/MEG	\$ -	\$ -	\$ -	\$ -	\$ -
Building Committee	\$ 775.00	\$ -	\$ -	\$ (563.03)	\$ 211.97
Watertown Commuty Foundation Grant	\$ 5,925.24	\$ -	\$ 160.00	\$ (3,805.37)	\$ 1,959.87
City Budget: Equip. Maint.	\$ 14,680.00	\$ -	\$ 1,626.47	\$ (8,310.01)	\$ 4,743.52
Burke	\$ -	\$ -	\$ -	\$ -	\$ -
Totals	\$ 21,756.16	\$ 60.00	\$ 1,786.47	\$ (12,678.41)	\$ 7,351.28

TO: Library Trustees
FROM: Caitlin Browne, Director
DATE: April 27, 2023
RE: Director's Report

City/Community Meetings and Collaboration

I attended the Watertown Commission on Disability meeting on April 17 and learned that the WCOD will support Pride Extravaganza with \$1300 for ASL interpreters and braille materials.

I submitted the ARPA proposal for a new study room as discussed at the last Trustees meeting.

I attended a Cultural District exploration meeting.

I will hear from the City Manager on May 3 what our final budget is.

Program Highlights

Barn babies were here on April 20 and 21 and delighted children and their grownups. Despite having added an extra day which is 100 spots for children we still sold out tickets in minutes. Thanks to the Building Committee for supporting the additional sessions.

On April 18 we hosted Robin Bernstein, the Dillon Professor of American History and Professor of African and African American Studies and Studies of Women, Gender, and Sexuality at Harvard University, who gave a talk on the Watertown's Lesbian History to a crowd of 36.

Miscellaneous

We currently have open jobs: Makerspace Assistant, Children's Librarian, Circulation Assistant, Community Outreach Librarian, and Technology Assistant.

The city has started work on the Compensation and Salary study. The first stage requires that all positions in the study do a Job Analysis Questionnaire and they are due to the city May 8.

We received \$3500 from Mass Cultural Council for Pride Extravaganza.

Jamie Kallestad submitted an application for the John Cotton Dana Award, this time for promotion and publicity surrounding Pride.

We have applied for Watertown Community Foundation Grants for Hatch, Project Literacy, and Pride.

City of Watertown, MA ARPA Project Proposal

Submitted by: Caitlin Browne

Submitted on: April 11, 2023

Request Number: ARPA-2

Project Name: Additional Private Workspace-Library

Proposal Type: City Department

Watertown Free Public Library

Recommended Project Manager: Caitlin Browne

Project Summary:

We would like to add a new study room for private workspace in the library.

Amount of ARPA Funds Requested: \$25,000

Minimum Funds Needed: \$18,000

Matching funds available? No

Other funds available? Yes

State Aid to Libraries (LIG/MEG)

7,000

Guaranteed

Project Narrative: I will use the form to enter narrative

Narrative description of the project:

The library requests \$25,000 to create a new private study room.

The way people use the library has changed during covid. With more people working from home and without offices to go to every day, we have found more people spending prolonged time in the library. Some people are here all day using their computers, attending zoom meetings, and taking business calls. One recent Sunday afternoon all the workspace on the second floor was occupied, including private study space.

Library study rooms are in high demand--people seek private space to work and study every day. The study rooms are typically booked all day long and we have to turn people away. In fact, we recently started tracking turn-aways and since we started in December 2022, we've turned away 386 parties as of April 11, 2023.

If approved, we will build an additional study room that would have capacity for two people.

The project involves building two walls with a door and a window. A light, electrical outlet, and HVAC will be installed. One table with two chairs, a whiteboard, and large monitor will be installed post-build.

Detailed Project Budget:

The estimated cost of this project is \$25,000. This figure includes furniture and peripherals.

Construction: \$17,000

Electrical: \$2,500

HVAC: \$3,000

Furniture: \$2,500

If any overages occur special library funds can be used. If the project came in under the estimate, we would use any remaining funds to purchase single stall pods.

Timeline for the project:

The limiting factor for this project will be how quickly we can get bids. Once we have a contractor the turn-around should be relatively quick once the construction begins.

Fall 2023

1. Go to bid
2. Bid winner notified

Winter 2023-24

1. Contractor order supplies and schedule work

Spring 2024

1. Build study room
2. Payment complete

Resources required in addition to the ARPA funding:

The final step to this project will be adding the new study room to our online booking calendar. This can be paid from special library funds or State Aid to Libraries. It is estimated to cost \$1200.

Metrics for success of the project:

In 2022, 25,6942 people used the library. During that time private study rooms were booked 4,440 times. It is estimated that a new study room will result in an additional 1460 bookings per year. This will allow us to reduce the number of people we have to turn away from private study space.

Outputs / outcomes:

The outcome of this project is a new private study room and more people served who would like to use private study space.

What will be the overall benefit?

People who use the library are looking for private space to do work. This project will allow more people to have their needs met and decrease the number of people who get turned away from this service.

✨ be yourself, change the world! ✨

Why Our Library Led Watertown's First LGBTQIA+ Pride Festival

✨ Needs Assessment and Planning

In the spring of 2022, Watertown Free Public Library (WFPL) staff decided to take a big risk and organize our community's first city-wide LGBTQIA+ Pride festival. We did this for two reasons.

First and foremost, we knew that our LGBTQIA+ patrons and neighbors were under attack. Thanks in part to American Library Association (ALA) reporting, we knew that censorship attempts targeting LGBTQIA+ library materials and protests at drag storytimes were getting closer to home. In the spring of 2022, a neighboring school board (Waltham, MA) faced down an [energetic censorship effort](#) by local residents. Also that spring, a "Little Queer Library" not far from WFPL was [repeatedly targeted with DIY censorship and book removal](#).

Six months earlier, in July 2021, the Boston Pride Parade dissolved following a boycott over issues of racial and transgender inclusion. Many people felt that the multi-million dollar economic event was not doing enough to lift up the LGBTQIA+ community's most vulnerable populations and doing too much to please major corporate partners.

While these conflicts flitted across our newsfeeds, WFPL staff were working hard to solve a gap in Library service. Like many others in this field, we were having difficulty retaining tween and teen patrons as they aged out of our (very popular) Children's Room and into our Teen offerings. We knew that navigating the maze of post-pandemic school, puberty, gender, and identity was harder than ever. But we thought, hey — maybe the Library can help.

Thus, the vision for "Watertown Pride Extravaganza" was born. We decided to organize a big celebration that would re-emphasize our library values and inspire a "show of strength" for LGBTQIA+ people, culture, and—yes—books, in our community. Our promotional campaign had three goals:

#1 Goal: Draw a crowd to demonstrate overwhelming support for LGBTQIA+ communities.

#2 Goal: Show tweens and teens that the Library is a welcoming place, meant for them.

#3 Goal: Communicate the Library's values and mission to the community at large.

But how do you finesse a marketing campaign that walks the line between celebration and advocacy? How do you inspire 12-year-olds and 80-year-olds with a single social media post? We quickly learned that you can't market to everyone all at once.

✨ Implementation and Creativity

Watertown Pride Extravaganza was the brainchild of Teen Services Supervisor Carey Conkey-Finn. As a queer woman from small-town Wisconsin, Carey dreamed of hosting "the kind of event that I wish I had growing up." And so she set out to create it. Carey was supported in this by three members of the WFPL Outreach Team and a representative from the City of Watertown Public Arts and Culture Committee. This

was a Library-led event, through and through, with a very tight budget to match; in total, we spent \$1000 on marketing.

In the early planning stages, the Pride Team thought very carefully about representation. We deliberately sought to book performers and presenters that reflected the diversity of identities within our community and the queer community at large; these included a body-positive Zumba instructor, a drag king emcee, a trans poet and preacher, an activist brass band, and a rock band comprised of (absolutely giddy) local teens.

Representation was also a theme as we worked out the graphic identity for Pride. We settled on a bold, 10-swath color scheme inspired by Daniel Quasar's "Progress Pride" flag which includes light blue, pink, black, and brown. For graphics, we embraced Carey's celebratory, youth-oriented vision for the event. We designed an exuberant rainbow logo inspired by the timeless funfetti cake—a kid and grownup favorite—and covered all of our promotional materials with stars and confetti.

In order to conjure an overwhelming show of support for the queer community in Watertown, we needed to inspire a large audience to show up. To that end, we used our traditional marketing toolkit: flyers, press releases, and static social media posts. After our save the date announcement was picked up in Watertown's local newspaper, cable TV, and circulated online, we noticed that a buzz was starting to grow among our regular patrons and well-wishers.

But that wasn't enough. To reach queer adults and allies outside of our usual bubble of influence, we placed a placed an ad in Bay Windows, an old-school weekly newspaper for "lesbian, gay, bisexual and transgender readers" in the Boston area. We ordered 4'x8' banners and hung them in public parks around town. We shot [an experimental TikTok/Insta Reel](#). And, we sent personalized email invites, with a press kit, to fifty-five local queer advocacy organizations.

Of course, the heart and soul of this festival was youth outreach, and it soon became obvious that the marketing efforts listed above were missing the 12–18 demographic. Carey made an excellent point: *we need to make young people partners in this marketing effort; they can't just be the target*. This mindset changed everything. Carey visited the student-led gender-sexuality alliances (GSAs) at all six of the Watertown Public Schools and invited students into the Pride planning process. All GSAs and school diversity committees were given tables at the Pride Extravaganza to share their work, causes, and personality. After Carey met with the middle schoolers, their GSA team launched a successful letter-writing campaign to city councilors which resulted in an official city proclamation recognizing June as Pride Month in Watertown. The holiday lights in Watertown Square were set to "rainbow" all month long.

As the pieces began to fall into place, we felt a hush before the storm. On the morning of June 4th, the rainbow flag was raised underneath the American flag in front of the Library and Watertown City Hall for the first time ever. Was this actually going to happen?



Evaluation

It happened! The Watertown Pride Extravaganza was a phenomenal success. [Hundreds upon hundreds of people showed up](#), loud and proud, to celebrate LGBTQIA+ life in Watertown and our digital campaign placed our message in front of thousands more. Let's look back at our campaign goals:

#1 Goal: Draw a crowd to demonstrate overwhelming support for LGBTQIA+ communities.

- According to our people counter, approximately 1,450 unique visitors attended the Watertown Pride Extravaganza. This far-surpassed our best hopes for the day and remains WFPL's most popular event, ever. Talk about a show of strength!

#2 Goal: Show tweens and teens that the Library is a welcoming place, meant for them.

- Staff estimate that the crowd at Pride was approximately 50% children and teens, almost 750 young people. Library staff reported seeing many of the GSA students in the Library regularly after Pride. It's still a thrill to see tweens and teens walk into WFPL like they belong here.

#3 Goal: Communicate the Library's values and mission to the community at large.

- The Watertown Pride Extravaganza brought the Library the best local PR we could ask for. The planning and day of festivities were covered extensively in our local newspaper and cable-access news station. We even earned a mention from Boston's NPR affiliate news station, GBH.
- In the run-up to Pride, our campaign social media posts earned 38,000 impressions and 2,257 engagements. Our "Testing Pride Gear" Instagram Reel reached 3,771 people alone, becoming WFPL's most successful social media post ever.
- In our promotional campaign, we constantly pointed patrons and visitors back to our free library offerings. On June 4th, we distributed 900 bookmarks featuring queer books in the Library collection. After Pride, we successfully launched the Library's first LGBTQIA+ Book Group for adults — the people demanded it!

Watertown Pride Extravaganza taught us a lot about marketing. Outreach to a broad regional audience, like farther-flung advocacy groups and our paid ad in *Bay Windows*, yielded middling referrals and response. This event succeeded thanks to an outpouring of support from the local community, partnerships with young people, and fantastic local PR. (A couple geo-targeted social media ads didn't hurt!)

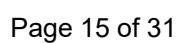
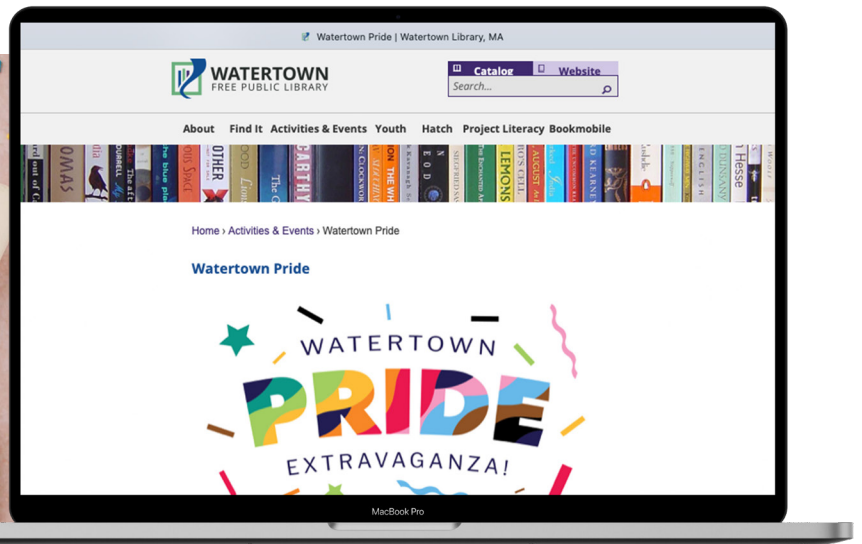


Conclusion

The stellar turnout for Watertown Pride Extravaganza tells us that our marketing campaign was successful, but we know there is more to the story. Personal feedback from performers, partners, and attendees shows that our community loved this event and loved seeing WFPL lead the way. A few days after the festival, the Watertown Middle School GSA delivered a hand-written thank you card to Carey which moved her to tears. One student wrote, "I would like to thank you for thinking of having the Pride Extravaganza. It was a lot less awkward to ask my parents if I could go because it was a town-wide event." This is why we went big.

Lately, we've been questioning whether our small library can sustain this huge event for years to come. Is Watertown Pride Extravaganza really a library program? We have decided that, for now, it is. We believe in dynamic librarianship and aim to create the culture of acceptance and curiosity that allows WFPL programs like Rainbow Book Club, Beyond the Binary Book Club, and Zine Fest to thrive. Placing the Library in the center of one of our City's biggest events suits our mission statement to "extend beyond our walls to connect people to ideas, information, education, creative opportunities, and each other." With that in mind...mark your calendar for the second-annual Watertown Pride Extravaganza, Saturday, June 3, 2023!

A top-down view of a smartphone on a light pink surface. The phone screen shows a social media post with the text: "first-ever WATERTOWN PRIDE EXTRAVAGANZA scheduled for Saturday, 6/4 in Saltonstall... more", "View all 14 comments", and a comment from "zumbacond" with three heart emojis and a red heart icon. In the background, there is a slice of rainbow cake on a white plate, a bowl of colorful sprinkles, and another slice of cake decorated with frosting swirls and sprinkles.



"FUNFETTI" FLYER / DIGITAL PROMOTION

WATERTOWN PRIDE EXTRAVAGANZA!

| 2022 |

SALTONSTALL PARK | SATURDAY, 6/4 | 11 AM - 4 PM

DRAG KING EMCEE WELCOME BY MUSIC BY
ALLI TAJ JP
SHORTFORALLISTER SMITH HONK

HOUSE BAND: **WATERTOWN SCHOOL OF ROCK**

ZUMBA DANCE BREAK WITH **DARREN HAIRSTON**

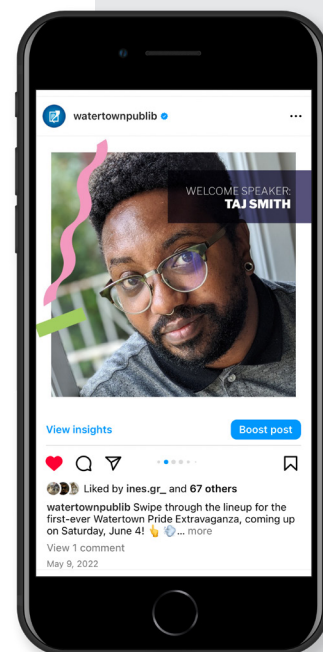
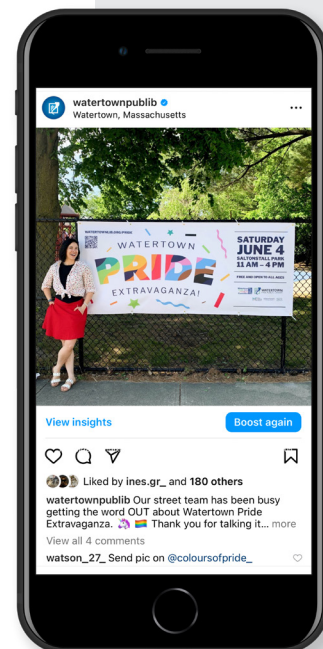
CRAFTS FOR ALL AGES! AND SO MUCH MORE

ALL ARE WELCOME TO JOIN THE MINI KICKOFF PARADE FROM WFPL TO THE MAINSTAGE, 11 AM. LEARN MORE AT [WATERTOWNLIB.ORG/PRIDE](https://www.watertownlib.org/pride)



THIS JUNE
AT THE
LIBRARY!

PRONOUN WORKSHOP WITH **SPEAKOUT BOSTON** ON 6/9 • "MORE THAN A DRAG STORY" WITH **QUYEN TRAN // JAYDEN JAMISON** ON 6/16 • GENDER FLUIDITY WITH **GREATER BOSTON PFLAG** ON 6/23 • FILM SCREENING: **MAJOR!** ON 6/27



Watertown
Savings Bank



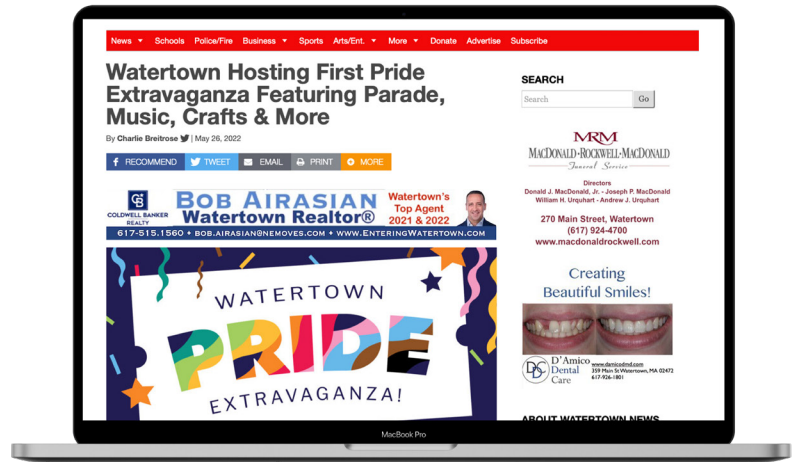
WATERTOWN
FREE PUBLIC LIBRARY



THE WATERTOWN
COMMISSION ON DISABILITY



PR SUCCESSES



Our “Quality Control” Instagram Reel became the Library’s most popular socaial media post of all time!

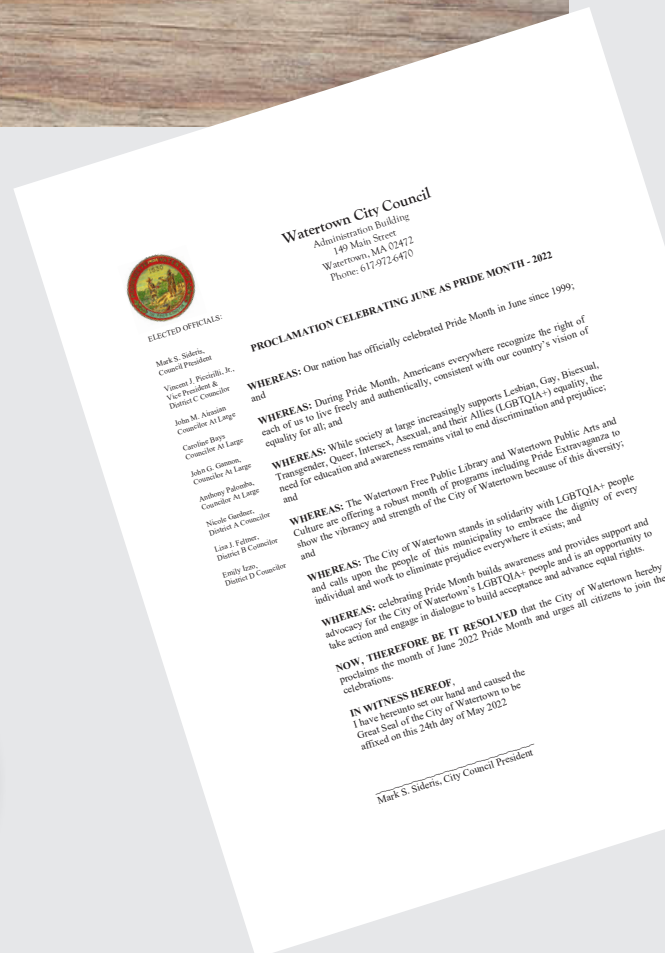
Carey and Marissa were interviewed live on air with Watertown Weekly News.



PRIDE SOUVENIRS



Nine unique Pride bookmarks with LGBTQIA+ booklists on the reverse. Pronoun badges, volunteer swag, and a Pride Month proclamation from Watertown City Hall.



BE YOURSELF, CHANGE THE WORLD!



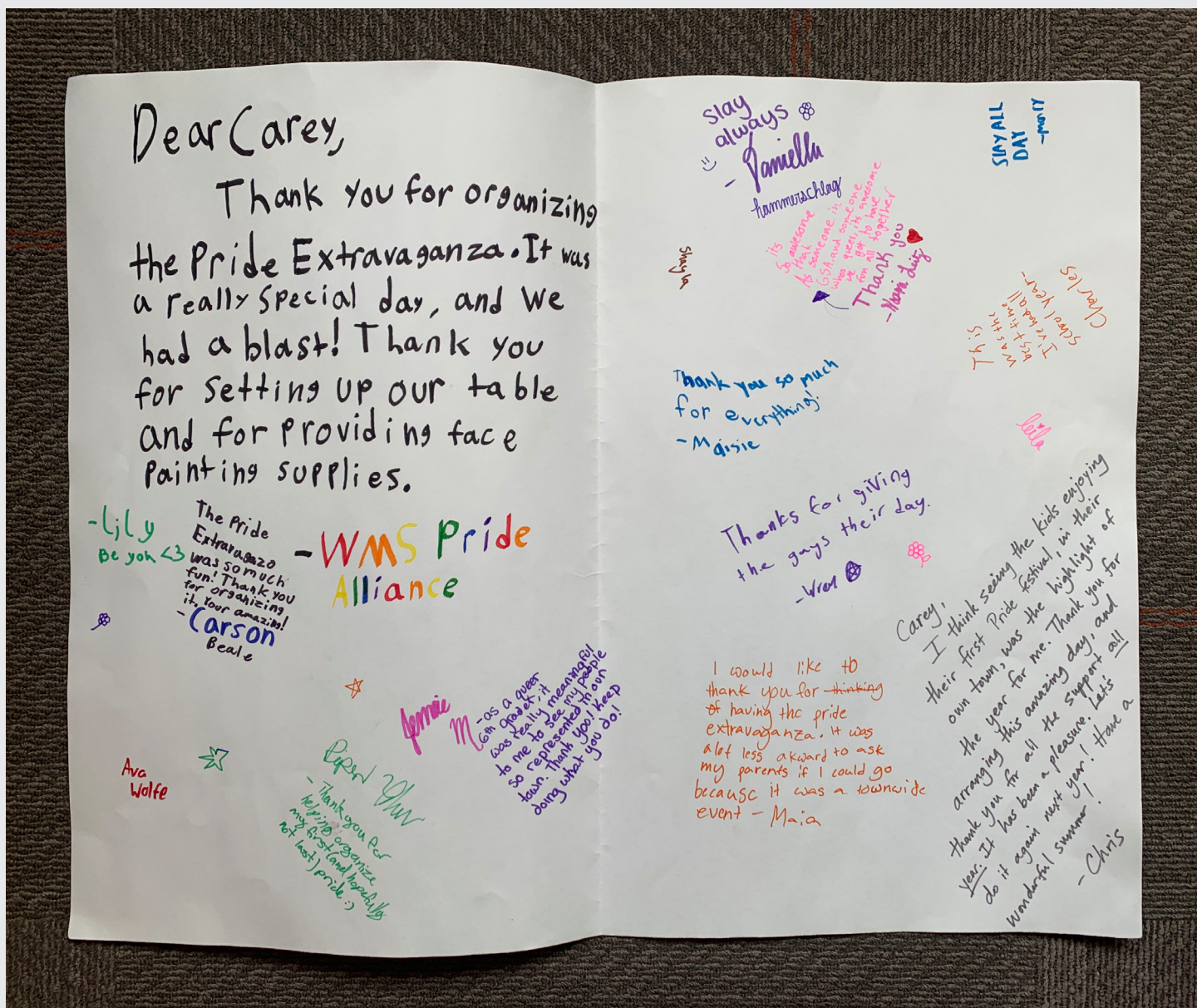
BE YOURSELF, CHANGE THE WORLD!



BE YOURSELF, CHANGE THE WORLD!



FEEDBACK



"Thanks for giving the gays their day."

"As a queer 6th grader, it was really meaningful to see my people represented in our town."

— Watertown Middle School Gender-Sexuality Alliance, June 2022

FEEDBACK

“Overall I just loved people feeling free to be their authentic selves. Such a vibe. Plus we got to meet Mr Trans Massachusetts, who is not only a fantastic human being but he’s also from Watertown!”

— Pride Extravaganza Feedback Form
June 2022

“We’ve had patrons of all ages expressing their excitement to us about the Pride Extravaganza! Key highlights include a grandma who said she’s so happy that Watertown is “finally embracing Pride” and two LGBTQ+ seventh graders who said they “SO EXCITED” for Saturday!

— Reported by WFPL Librarian



alrobinson08 40w

We loved it in all the ways. Thank you for leading the way, WFPL!

1 like Reply



wmscl4 40w

Outstanding!!

1 like Reply



louise.h.l 40w

Fabulous event—see you next year!

1 like Reply



sworsie 40w

Love!

1 like Reply



janet_buck211 40w



1 like Reply



aaaahitsrach 40w

LOVE THIS!!! 🏳️‍🌈

1 like Reply



gilchristy 40w



FEEDBACK

What were the highlights of the Extravaganza for you?

That it happened! I've lived in Watertown for 35 years. When I moved here, homophobic slurs were hurled from cars driving by when my partner and I walked down the street. Horrible homophobic letters were written to the Watertown Tab without any rebuttal...This felt like a community welcome. Thank you for organizing.

I loved the project where people wrote the names of people they loved on the pride flag. My daughter loved the crafts. The whole event was lovely.

Being able to bring my young kid to something Pride related for the first time'

Family-friendly nature, variety of tables, location, good size (not massive)

Seeing all the people from my community supporting my relationship.

That there was PRIDE in Watertown! The existence of the event.

I loved how youth focused it was. It was a nice change from the prides that are more heavily focused on alcohol

Building community! The youth performers were AWESOME

The all ages nature of it and the overall joyful feeling! Also the honk band ;-)

The band! The number of families with kids in attendance was also heart warming.

One highlight was the children's activities, including the face painting done by the Middle School students.

— From the Pride Extravaganza Feedback Form, June 2022

Comments on Watertown News Article

This was such a vibrant, joyous day with so many informative booths, entertaining performers, and an all around amazing vibe. While it's great to see these pictures, I hope there is a full article about what a great job the planning committee did pulling this together and more about what the day entailed and offered. — Comment on June 8, 2022

Thank you to the organizers for all their hard work to prepare a lovely inclusive event for the whole town! I can't wait to come with my family! — Comment on May 27, 2022

FOR IMMEDIATE RELEASE: Watertown, MA – 5/17/22



Don't Miss Watertown's First-Ever Pride "Extravaganza"

[WATERTOWN] Have you heard? All community members are invited to Watertown's first Pride Extravaganza on Saturday, June 4! Jointly hosted by the Watertown Free Public Library (WFPL) and the City of Watertown, this free, all-ages event will have something for everyone—live music, dancing, crafts, games, and more.

"The Extravaganza is designed to be an inclusive event that celebrates and advocates for Watertown's LGBTQIA+ communities," says WFPL librarian and Pride team leader Carey Conkey-Finn. "By coming together, we hope to strengthen our ties and highlight the vibrant, diverse groups within our city, which—we believe—contribute to the well-being of all."

So what's happening, exactly? On the morning of June 4, attendees are invited to dress up and

rally on the Library's front lawn beginning at 10:45 AM. At 11 AM sharp, JP Honk, an activist brass band, and Watertown's "Tuba Guy," Zachariah Hickman, will lead the crowd from the Library to the mainstage at Saltonstall Park. The short parade route will follow the sidewalk from the Library past City Hall. All ages are welcome to join in or watch.

Over in Saltonstall Park, the party begins with drag king emcee Alli ShortForAllister and a welcome address by spiritual imagination coach Taj Smith. Throughout the afternoon, JP Honk will lead the crowd in rousing brass fanfares, Darren Hairston will get people moving with a Zumba dance break, and house band Watertown School of Rock will close out the day.

Out on the lawn, the Pride Marketplace will host 15 booths for local organizations that support LGBTQIA+ rights, including many youth-run groups.

"As a Teen librarian, I'm thrilled that so many young people will be participating in the City's first big Pride event," says Conkey-Finn. "We're excited to host the Watertown middle and high schools' Gender Sexuality Alliances, and the Watertown elementary schools' Diversity and Belonging Councils. I wish I had an event like this when I was growing up."

Don't have enough Pride gear at home? No problem! Watertown Pride Extravaganza attendees will have the option to make pronoun buttons in the welcome tent, tie-dye with the Library's Hatch Makerspace, or make ribbon wands with volunteers from the Watertown Arts Market. For the younger crowd, the Watertown Boys and Girls Club will run an obstacle course and lawn games while WFPL Children's and Teen librarians will be ready to chat about favorite LGBTQIA+ books. For deaf or blind attendees, The Watertown Commission on Disability is funding American Sign Language interpreters on the mainstage and a braille festival program.

"It's been a long two years of this pandemic," adds the City of Watertown's Arts and Culture Planner, Liz Helfer. "We're excited to finally gather again and throw a big event for our queer communities and for everyone. This is going to be fun!"

In addition to all of the June 4 festivities, the Library is planning to host Pride-themed events throughout the month of June. These include Q&A panels with SpeakOUT Boston and GBPFLAG, a drag performance by Vietnamese refugee Quyen Tran/Jayden Jamison, and a film screening.

For more information about the Watertown Pride Extravaganza lineup, library programs, and parking guidance for June 4, visit watertownlib.org/pride

The Watertown Pride Extravaganza is hosted by the Watertown Free Public Library and the City of Watertown Public Arts and Culture Committee with support from the Mass Cultural Council, the Watertown Commission on Disability, and the Watertown Savings Bank.

About WFPL

The Watertown Free Public Library provides access to a wide variety of popular materials, resources, services, and programs that fulfill the informational, cultural, and recreational needs of Watertown and surrounding communities. Our Library works to create an environment that attracts and welcomes users of all ages and abilities. For more, visit watertownlib.org.

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TO: Library Trustees
FROM: Caitlin Browne, Director
DATE: April 27, 2023
RE: Social Media Policy

Attached please find the current Social Media policy for your review. At this time, I do not recommend any changes. However, because it has been over ten years since the policy was created, I recommend that we have the City Attorney review.

Also for review is the Public Comments section of the Agenda at the request of Chair Hammonds.

Social Media

Purpose

The Watertown Free Public Library (WFPL) is committed to using current social media. Use of this technology meets a critical need to inform the public about library resources and activities, increase the use of library resources and provide additional communication with members of the public. The Watertown Free Public Library regards social media as an information source that is in accordance with its mission of serving patrons to meet their informational, educational, cultural and recreational needs. Social media sites allow all members of the community access to the resources of the Watertown Free Public Library without requiring a visit to the physical library

Definition

Social media is defined as any website or application which allows users to share information. Examples of social media are: Facebook, Instagram, Twitter, YouTube, wikis, photo sharing, video sharing, blogs, Flickr, Wordpress, and patron reviews and ratings of library materials.

Application

Comments, posts, and messages are welcome on Watertown Free Public Library social networking sites/media. While the library recognizes and respects differences in opinion, all such interactions will be regularly monitored and reviewed for content and relevancy (before publishing if possible). The Watertown Free Public Library social media sites provide a limited (or designated) public forum intended for moderated discussion. Postings which contain the following will be removed at the library staff's discretion and the poster may be precluded from posting any subsequent messages to library social networking sites:

- Obscene, sexist or racist content
- Personal attacks, insults, or threatening language
- Potentially libelous statements
- Plagiarized or copy-written material
- Violation of intellectual property rights
- Private, personal information published without consent of the appropriate party
- Comments totally unrelated to the content of the discussion/posts that are off-topic
- Comments that have the sole purpose to annoy
- Hyperlinks to material that is not directly related to the discussion
- Commercial promotions, petitions or spam
- Organized political activity
- Photos or other images that fall in any of the above categories

Notwithstanding the above, the Watertown Free Public Library is not obligated to take such actions, and will not be responsible or liable for content posted by any subscriber in any forum, message board, or other area within our social media sites.

Watertown Free Public Library staff reserve the right to not publish any posting, or to remove it later. Library staff reserves the right to edit or modify postings or content, while retaining the intent of the original post. The library has right to reproduce comments, posts and messages in other public venues/library publications.

The Watertown Free Public Library assumes no liability regarding any event that occurs or interaction that takes place involving any participant in any library-sponsored social networking media service. The library does not endorse or review content outside the “pages” created by library staff.

As with more traditional resources, the Watertown Free Public Library does not act in place of, or in the absence of, a parent or guardian and is not responsible for enforcing any restrictions which a parent or guardian may place on a minor’s use of these resources.

Library social networking sites may be terminated at any time without notice to subscribers.

Challenges to social media used by the library will be dealt with in the same manner using the library’s reconsideration policy. Patrons who are blocked and/or have had comments deleted by library staff may appeal this action, in writing, to the Director/Assistant Director of the Library within 30 days; the Director/Assistant Director will affirm or reverse the staff’s decision within 30 days after the written appeal.

Indemnification

By posting content, the patron/user agrees to indemnify the Watertown Free Public Library and its officers and employees from and against all liabilities, judgments and damages and costs (including attorney’s fees) incurred by any of them which arise out of or are related to the posted content.

If any user does not agree to these terms, he or she should not use the social media services.

Rules for a Public Forum

The Public Forum on the Order of Business shall be limited to remarks about Library business. Personnel matters will not be considered for public comment. No more than ten minutes shall be devoted to the Public Forum.

Any petitioner or member of the public wishing to speak must place his or her name on a list and identify the topic prior to the scheduled start of the meeting. The Chair of the Board of Library Trustees will determine whether the topic is appropriate, and recognize speakers at the Public Forum in the order in which their names appear on the list.

After being recognized by the Chair, the speaker must state his/her name and address for the record. Comments must be kept to two (2) minutes or less. Should the speaker deviate from the stated topic, the Chair may ask the person to cease and to step down.

All remarks shall be addressed to the Chair and through the Chair, and shall not be addressed to any individual member of the Board of Library Trustees, town official, department head or employee. No person having the floor shall enter into discussion either directly or through a member of the Board without the permission of the Chair.

The meeting minutes will acknowledge the speakers and their topics. The Chair will respond.