

DIGHTON PUBLIC LIBRARY
BOARD OF TRUSTEES
MINUTES
October 8, 2015
7:00 PM

Call to Order Regular Trustee Meeting at 7:11 PM

Roll Call – Ron O’Connor, Alison Cembalisty, Jocelyn Tavares

Alison moved to approve September 24 minutes. Ron seconded it. Minutes approved.

Old Business

- Jocelyn updated Board on progress of Building Plan:
 - Awaiting/working with Town Accountant on Draft of OPM Bid Documents
 - Mentioned OPM Bid Documents at Department Head Meeting for Procurement Purposes
 - Sent status updates to Capital Outlay and Community Preservation Committee Chairs on progress and invitations to be a part of the process.
- Discussion of next steps included:
 - Scheduling a meeting of the Building Needs Committee – Thursday, October 29 at 6:30 at the Library. Meeting Agenda will be introducing them to the steps. First goal is the OPM Selection, what the OPM does, criteria and the review process of candidates and their role with the Board of the Trustees.
 - Contacting members of the committee for the meeting and getting the necessary appointments.
 - Once OPM Bid Documents are final, work with Town Procurement officials to take the necessary steps to go to bid
 - Jocelyn will continue to work on evaluation rubric for OPM selection for the 10/29/15 meeting.
 - Jocelyn will research proper opening of bid procedures and if they need to be reviewed at the same time as opening and how that process works.
- Bids for chimney repairs have been received. Working with Building Commissioner because reports from contractors varied significantly. Will update with more information.

New Business

- Discussed statistics and trends, and how the building impacts library services.
- Holiday Schedules have been set.

Questions/Input

Friends

Personnel

Correspondence

Upcoming Programs

- Discussed programming

Adjournment

- Alison moved to adjourn. Ron seconded. Meeting adjourned at 8:29 PM.