

**DIGHTON PUBLIC LIBRARY**  
**BOARD OF TRUSTEES**  
**MINUTES**  
**November 12, 2015**  
**7:00 PM**

Call to Order Regular Trustee Meeting at 7:08 PM

Roll Call – Ron O’Connor, Alison Cembalisty, EveMarie Cabral, Jocelyn Tavares  
Alison moved to approve October 8 minutes. Eve seconded it. Minutes approved.

Old Business

- Discussion of Building Program and Plan with clarifications
  - Discussed Jocelyn’s conversation with Rosemary Waltos of the Mass Board of Library Commissioners (MBLC) explaining the architect’s role in the building program, as the expert consultant
  - Did hear back from “vetting” consultant on fees, per request of one of the ad hoc committee members
  - Discussed job description/roles of committee based on prior work with Rosemary and MBLC Trustee Handbook
  - Eve moved to accept the mission of the committee. Alison seconded. Approved the following mission of the committee:
    - The ad-hoc committee is charged with the planning and design of a 21<sup>st</sup> century public library that meets the needs of the community in a cost effective manner.
  - Next meeting of the committee will be Thursday, December 10 at 6 PM. Pizza will be served. Jocelyn will contact committee members.
  - Documents will be placed on website under Trustees Menu
- Discussion of Owners Project Manager indicates that the bid document is satisfactory. Legal documents for advertising are being prepared. Process and dates to begin soon. Will be asking committee members to volunteer to be a part of the review team.
- Christmas Eve hours will be 10 – 1.
- Chimney Repair Update – Jocelyn contacted three chimney professionals with specifications agreed upon by the Building Commissioner. Opening bids on Thursday, November 19 at 2:00.

New Business

- Discussed statistics.
- FY17 budget draft and 2015 Annual Report are due to the Board of Selectmen’s office by January 1. Jocelyn hopes to have a copy prior to next Board of Trustees meeting for review and vacation. Jocelyn did explain known increases to SAILS assessments due to budget cuts at state level and line item 9506.
- Chairman O’Connor appointed members to the Ad-hoc Dighton Public Library Building Needs Committee: Alison Cembalisty; Britt Grealish-Rust; EveMarie Cabral; Jo Ann Racine; Lorie Van Hook; Ron Smith; Tom Ferry; Zach Lapointe; Jocelyn Tavares
  - Question about staff members serving on the committee being paid for that time. Jocelyn will call Attorney of the Day at the Department of Revenue for clarification.
- Jocelyn distributed Massachusetts Conflict of Interest Law documents from the Town Clerk

- Jocelyn attended workshop on RFID technologies and is part of working group on developing best practices with SAILS
- Jocelyn attended Technology Infrastructure in Libraries, with a big focus on security cameras. Tabled the need for that at this time.
- Jocelyn attended webinar on Reaching Lapsed library users and would like to implement some of those practices learned in the workshop.

Questions/Input

Friends

Personnel

Correspondence

Upcoming Programs

- Discussed programming

Adjournment

- Alison moved to adjourn. Eve seconded. Meeting adjourned at 8:38 PM.

Approved