

DIGHTON PUBLIC LIBRARY
BOARD OF TRUSTEES
MINUTES
June 23, 2022
6:30 PM

Due to the increasing concern surrounding the Coronavirus pandemic, this meeting was open to the public through the Zoom Conferencing platform. A recording of the meeting was aired on Comcast Local TV 9 and posted on the Town of Dighton YouTube Channel.

The Executive Session portion of the meeting was neither videotaped nor audio recorded.

Call to Order Trustee Meeting Started at 6:34.

This was a hybrid meeting with participation through Zoom.

Roll Call – In-person participants: Ron O’Connor, Chair; Rita Araujo, trustee; Ann Meitzen, trustee; Jocelyn Tavares, library director

Zoom participants: none present

With a virtual meeting, a roll call vote should be taken, so that it is absolutely clear what the outcome of the vote is. The meeting must be completely audible. The meeting is recorded.

Ann moved to enter Executive Session under Massachusetts General Laws Chapter 30A, Section 21 (a)(6)

6. To consider the purchase, exchange, lease or value of real property if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body.

a) Potential real property acquisition for library operations.

Rita seconded. Ron O’Connor declared that an open meeting may have a detrimental effect on the negotiating position of the public body.

Ron O’Connor:	Aye
Rita Araujo:	Aye
Ann Meitzen:	Aye

Rita moved to approve May 12 Executive Session minutes, with correction of March 3 date to March 30. Ann seconded.

Ron O’Connor:	Aye
Rita Araujo:	Aye
Ann Meitzen:	Aye

Ann moved to allow Executive Session minutes of June 23 approved in open session. Rita seconded.

Ron O’Connor:	Aye
Rita Araujo:	Aye
Ann Meitzen:	Aye

Rita moved to return to Open Session. Ann seconded.

Ron O’Connor:	Aye
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Rita Araujo: Aye
Ann Meitzen: Aye

Open session begins at 6:43.

Ann moved to approve May 12 minutes. Rita seconded.

Ron O'Connor: Aye
Ann Meitzen: Aye
Rita Araujo: Aye
Motion carries.

Old Business

- Jocelyn wanted to know if there were any concerns, comments, edits to the Action Plan. Ann moved to approve the FY 23 Action plan. Rita seconded.

Discussion: Ron asked if there were any activities on the action plan that would be affected by the acquisition of 207 Main Street. Rita asked about the talking points about the benefits of a new library. Jocelyn explained some of the talking points are included in the FAQ prepared for Town Meeting. As the project progresses, we can adapt the message to build on the curiosity and excitement of the new building.

Ron O'Connor: Aye
Rita Araujo: Aye
Ann Meitzen: Aye
FY23 Action Plan is approved.

- Jocelyn reported that laptops are in and getting a quote from SAILS for DeepFreeze, a public computer software that wipes personal information from the device after shutting down. Jocelyn needs to research loan periods and how to package the hardware for public borrowing. Libraries seem to be circulating laptops and hotspots separately, but allowing borrowing both at the same time. How to maintain it once laptops are returned.

New Business

- Statistics were discussed and explained. There is interest in breaking out statistics by audience: children, teen and adult usage. Breakout starting in summer. More spending on electronic resources and ebooks due to current space restrictions. Finding the more investment in those ebook collections, the higher the use. Also summer is the busiest time for library use. Talked about library card night with D-R school district. High School English Department is encouraging students to apply for a library card. Libraries are used more when there are economic concerns. Try to support people with what they need.
- Payroll and bills were approved and signed. Explained the new automated timesheets, but they still require signature. End of the fiscal year is next week. Trying to gather the outstanding invoices.
- Town Administrator Mullen has published the acquisition in the Central Register. Believe it has to be there for 30 days. Expect closing in the middle of July, around July 17.
- The Town Administrator sent out an email about Open Meeting Law and how it works. There is discussion about potential training. There is guidance on the law available. Ron asked if the Massachusetts Board of Library Commissioners (MBLC) had training on this. There is some guidance there as well, of basic points for public boards to know.

- Jocelyn explained the record number of challenges in the Commonwealth this year, and the MBLC offers Intellectual Freedom training, Trustee Deep Dives. There is a recording of the training. We are in decent shape with recent policy updates to Intellectual Freedom and Reconsideration. Jocelyn will send the link. Ron presented the idea of a continuing formal education program for the Trustees. Jocelyn will present topics of study for the Trustees to take part in.
- The Trustee Chair signed the annual assessment agreement and PC Support agreement with SAILS.

Questions/Input
Friends

- The Friends will be at the second annual Firecracker Festival on Saturday, July 9. Lorie will also be there to hand out summer reading books.

Personnel

- Jocelyn will be taking vacation the first week of July, the week of the fourth.

Correspondence
Upcoming Programs

- Discussed upcoming programs, including summer reading.

Adjournment

Ann moved to adjourn the meeting. Rita seconded.

Ron O'Connor: Aye

Ann Meitzen: Aye

Rita Araujo: Aye

Motion carries. Meeting adjourned at 7:20.