

DIGHTON PUBLIC LIBRARY
BOARD OF TRUSTEES
MINUTES
September 26, 2018
7:00 PM

Call to Order Trustee Meeting at 7:17 PM

Roll Call – EveMarie Cabral, Ron O’Connor, Jocelyn Tavares.

Eve moved to accept the August 9 minutes. Ron seconded. Minutes approved.

Old Business

- Policy Update – Policy discussed, with one question. Jocelyn will research to see if comments on websites are subject to public records law. Eve moved to approve policy as written. Ron seconded it. Approved.
- Strategic Planning Survey – Jocelyn presented draft of library services survey. Suggestions made during discussion. Share survey with Friends and Building Needs Committee for feedback. Goal is to distribute before holidays, by November 1. Due date is adaptable, dependent upon response rate.
- Performance Evaluation forms distributed to Board. Per recommended town policy, review will be done for January meeting.
- Will create a congratulatory letter to Town Administrator for her December one-year anniversary date.
- Staff Development day will be held Friday, October 19.

New Business

- Discussed statistics. The introduction of auto-renewals has impacted circulation by an increase of 27.5% across SAILS libraries. Jocelyn will overlay digital use on graph.
- Ron signed State Aid form. Jocelyn mentioned 3% increase in state aid for FY19.
- Passport service discussed. Only question was regarding fees. Jocelyn would get more information.
- Holiday Schedule determined. Wednesday, November 21, 10:00 – 2:00
 - Christmas Eve & Christmas closed
 - New Year’s Eve, 10:00 – 2:00
- SAILS announced that the Fiscal year 20 assessment would be 1.75% for all members.

Questions/Input

- Brief question about writing grants. Jocelyn will research.

Friends

Personnel

Correspondence

Upcoming Programs

- Discussed upcoming programs.

Adjournment

- Eve moved to adjourn. Ron seconded. Meeting adjourned at 8:13 PM.