

**DIGHTON PUBLIC LIBRARY**  
**BOARD OF TRUSTEES**  
**MINUTES**  
**September 22, 2021**  
**6:00 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.*

Call to Order Trustee Meeting Started at 6:08.

This was a hybrid meeting with public participation through with Zoom.

Roll Call – In-person participants: EveMarie Cabral, trustee; Rita Araujo, trustee; Jocelyn Tavares, library director

Members of the public present participating in person: Zachary Lapoint, Chairperson of the Friends of the Dighton Public Library.

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.

Old Business

New Business

- Jocelyn presented changes of hours of operation so the library staff can adequately staff two locations. Three staff are 35 hours, one is 32 hours and one part-time staff averages about 12 hours a week. Full-time staff are long-time employees and have accrued the top levels of benefitted time.
- The Mass Board of Library Commissioners has requirements of libraries to be open a certain amount of hours and that they cover evening hours and weekends.
- It could be a challenge to staff the Main Street location.
- We suggest both locations to be open at the same time so that all services are accessible for the patron when they visit either locations. Example of hold pickups are available at one location. We are trying to maximize all services at one time. Town Hall will have mostly youth services with a small adult collection and Internet and printing.
- The modular is a primary focus of adult services with a small collection for youth.
- Comfortable with outdoor programming and remote programming right now. Discussed outdoor yoga program scheduled and remote community conversation. Small in-person book group is also meeting. All of this is subject to change according to pandemic. Sensitive to the many factors affecting safe meetings.
- Schedule suggestion:
  - Monday is the one evening open, 12:00 pm – 8:00 pm
  - Tuesday, Wednesday, Thursday 10:00 am – 6:00 pm (still meets evening requirement, open after 5:00)
  - Saturday 10:00 am – 3:00 pm
  - Closed Fridays. The thought is we would be alone in an empty building at the Town Hall. Staff is uneasy about working alone there.
  - This would possibly be the year-round schedule.

- Employees had say in the scheduling but there were some factors that were out of our control because of the staffing of two locations. We discussed different scenarios that didn't seem to work as well.
  - Jocelyn explained the contract and the union with regard to the library employees, town hall employees and the differing schedules covered.
  - The Town Administrator and Union will be writing a Memorandum of Understanding to present to the Board of Selectmen to cover this situation. It is temporary while library employees are working on town hall campus.
- Eve moved to accept the change of hours for the library and forward the approval to the Town Administrator. Rita seconded.
  - Eve Cabral: Aye
  - Rita Araujo: Aye
- Jocelyn wasn't sure if the second vote was needed because the schedule changes for employees would be understood. Employees are still working those schedules out. Added to the agenda to be clear that those would be affected.
- Eve moved to adjourn the meeting. Rita seconded.
  - Eve Cabral: Aye
  - Rita Araujo: Aye
- Meeting adjourned at 6:22 PM

Questions/Input

Friends

Personnel

Correspondence

Upcoming Programs

Adjournment Rita moved to adjourn the meeting. Ron seconded.

Rita Araujo: Aye

Ron O'Connor: Aye

Motion carries. Meeting adjourned at 7:23.