

DIGHTON PUBLIC LIBRARY
BOARD OF TRUSTEES
MINUTES
February 3, 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.

Call to Order Trustee Meeting Started at 6:40.

This was a hybrid meeting with participation through with Zoom.

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

Zoom participants: None

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.

Rita moved to approve January 6 meeting minutes. Eve seconded.

Ron O’Connor: Aye
Eve Cabral: Aye
Rita Araujo: Aye
Motion carries.

Old Business

- Library Operations: Massachusetts Library System is offering Mental Health First Aid training, and staff will attempt to take it depending on its intensity. Story times continue and keep trying to do the best we can.
- ARPA funded hotspots have been processed and are available for patron use. Still working through the steps to change vendor for the laptop purchase with the Universal Service Administrative Company (USAC), a federal agency that implements policy of the FCC.

New Business

- Not all statistics available for January due to early date in the month. Online use continues to grow, especially during winter weather, Jocelyn believes. January circulation statistics will be ready for March meeting, with some of the February online use.
- Payroll and bills approved. This week’s bills are focused on materials expenses and a Kanopy bill that reflects the subscription’s use.
- FY23 Budget: Bringing the budget back to discussion because of anticipated retirement in FY23 and its payout. It was not represented in the earlier budget presentation. There is a \$20,000 increase. Because it is a one-time payout it will not affect the state formulas that we are required to maintain every year. It will also not impact the materials budget.
 - Total of personnel lines are now \$229,686.20; total budget is now \$301,686.81

Rita Araujo moved to accept the revised FY23 budget. EveMarie Cabral seconded.

Ron O'Connor: Aye

EveMarie Cabral: Aye

Rita Araujo: Aye

Motion carries.

The board signed the budget in approval.

- Capital Outlay Committee: skipped accidentally from Old Business. Jocelyn recapped the meeting Ron and Jocelyn attended. Jocelyn will update the current Library Building Program. Jocelyn confirmed the program acknowledges ADA.
- Jocelyn started an Action Plan for FY23 by going through the activities that were detailed in the strategic plan. Hope to present this for March meeting, but Jocelyn would like to hear the Board's priorities for this exercise.
- Annual Town Report due April 4. Draft for next meeting.
- Unexpected discussion of Town Election and candidate for Trustee. Ron thanked Eve for her service. Friends tentatively scheduling in-person Candidate's Night on March 28 at Dighton Middle School.

Questions/Input

Friends

Personnel

Correspondence

Upcoming Programs

Adjournment Rita moved to adjourn the meeting. Eve seconded.

Ron O'Connor: Aye

Eve Cabral: Aye

Rita Araujo: Aye

Motion carries. Meeting adjourned at 6:58.