

**DIGHTON PUBLIC LIBRARY
BOARD OF TRUSTEES
MINUTES
May 12, 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 6:33.

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.

Ron welcomed Ann Meitzen to the Board of Trustees, as the newly elected trustee.

Ron requested a moment of silence in memory of Erin Ferry, library volunteer and noted resident of Dighton with all of her contributions to the community. Jocelyn mentioned how the library appreciated Erin’s presence and help and enjoyed her time.

Rita moved to approve March 3 and April 7 minutes. Ron stepped down to second.

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

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

6. To consider the purchase exchange lease of 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.

Ron O’Connor, Chair of the Dighton Public Library trustees declared that an open meeting may have a detrimental effect on the negotiating position of the public body.

Ann seconded the motion to enter Executive Session.

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

Rita moved to return to open session. Ann seconded.

Ron O’Connor:	Aye
Rita Araujo:	Aye

Ann Meitzen: Aye

Open session begins at 6:47 pm.

Old Business

- Budget was voted on at the Selectman's Meeting of April 13 and the Finance Committee discussed the library budget on their meeting of April 28. No vote was taken. Town Administrator Mullen wants to have a Town Meeting session before Annual Town Meeting.
- Cow Chip is the weekend of June 3 - 5. Library was asked if it will be open on Saturday. Feedback from the Lions representative and library staff was that the Town Hall was busy and parking would be at a premium. Lorie will be at the Cow Chip on Saturday with a table. She does not need help. Asking for a vote to close for the Cow Chip, but to be open Memorial Day weekend so the library was not closed two Saturdays in a row. Discussed opening on Friday of Cow Chip, but it was decided against. Jocelyn will help anyone who does go to the library on Friday.

Ann moved that the library is closed Saturday, June 4 for Cow Chip and open Saturday, May 28. Rita seconded.

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

Motion Carries.

- Jocelyn gave an update on the Teen Program at Old Town Hall. Children's Room was closed a little early. Good attendance: 12 people attended, 5 teens. Hoping to keep attracting this age group and form Teen Advisory Board to assist in programming and ideas. Ron linked this back to the Teen Ambassadors in the Strategic Plan.
- Jocelyn presented the Action Plan for Fiscal Year 23. Fiscal Year 22 that are open and Fiscal Year 23 activities remain on the plan. Table a vote to approve for the June meeting.
- End of Massachusetts Board of Library Services funding for the hotspots on September 30. The library has the option to continue offering the hotspots, including potential change in vendor. Amount paid toward subscription plans for hotspots can now be allowed as part of the collection. Laptops are able to be ordered. The library received official approval. Jocelyn will see the best way to pay.

New Business

- Statistics were discussed and explained.
- Payroll and bills were approved and signed.
- Discussion of the Saturday of July 4 weekend operations and if it is worth the cost of opening. This is the first summer the library is open on Saturdays during the summer. Also discussed the Juneteenth holiday and how the library follows the Town Hall in operating hours during the week, due to library employees on the same bargaining unit as Town Hall employees. Rita moved to close the library on Saturday, July 2, for the holiday weekend. Ann seconded it.

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

Motion carries.

- A staff laptop needs to be replaced. It is not working at all, and it is at least 5 years old. Proposed paying for the laptop with the remainder of the replacement equipment account with the balance coming from State Aid.
- Annual Payment Authorization form was updated to reflect the change in the board.
- Year-end transfer is necessary to fund staffing for both library locations. Request for \$1,000 from the Professional & Technical account, \$600 from Travel account and \$100 from the Dues account. This \$1700 will be transferred to the Library Page account. Ann moved to approve the Year-end transfer as described. Rita seconded.

Ron O'Connor: Aye

Rita Araujo: Aye

Ann Meitzen: Aye

Motion carries.

- Massachusetts Library Association conference is meeting in person in Hyannis. Phyllis and Jocelyn are attending. Phyllis's conference registration is \$235, with travel. Jocelyn's registration is \$283 and is staying overnight to attend both days. Rita moved to approve library funding the expenses of two staff attending the MLA conference in Hyannis. Ann seconded.

Ron O'Connor: Aye

Rita Araujo: Aye

Ann Meitzen: Aye

Motion carries.

- Jocelyn has a scheduling conflict with the June 9 Trustee meeting.

Questions/Input
Friends
Personnel

- The Town is performing a wage study for Clerical Union employees. Jocelyn will review the job descriptions with the staff.

Correspondence
Upcoming Programs

- Discussed upcoming programs.

Adjournment

Rita moved to adjourn the meeting. Ann seconded.

Ron O'Connor: Aye

Rita Araujo: Aye

Ann Meitzen: Aye

Motion carries. Meeting adjourned at 7:32.