

**DIGHTON PUBLIC LIBRARY**  
**BOARD OF TRUSTEES**  
**MINUTES**  
**February 9, 2023**  
**4:00 PM**  
**Prime Time**

*Due to the increasing concern surrounding the Coronavirus pandemic, this meeting was open to the public through the Zoom Conferencing platform.*

Call to Order Trustee Meeting Started at 4:08 PM.

This was a hybrid meeting with adequate and accessible access through Zoom. Ron read the statement regarding public comment.

Pledge of Allegiance was recited.

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

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

- FY24 Budget Update: Jocelyn gave an update on the first budget meeting with the Town Administrator and Town Accountant. The library’s request appeared to be in order at this stage. Early to mid-March would bring a joint meeting with the Finance Committee and Board of Selectmen. This is a more streamlined process for budget review.

New Business

- Community Preservation Committee (CPC) Application - submitted: The application was submitted by Holli Roche Robinson of Granite City Partners last Thursday (February 2). The CPC will be reviewing the application at its meeting of February 16. The application was presented to the Board of Selectmen at last night’s meeting. Ron thought it went well. There were questions regarding the budget. Ron, Holli, Joe Shea and the Town Administrator gave the presentation. The Board of Selectmen shared fundraising ideas.
- Massachusetts Cultural Council Cultural Facilities Fund grant: this application was submitted last Thursday (February 2). It can be used for renovation and expansion for cultural buildings. They will award up to \$200,000 with a match. It was identified that this grant is written with an eye toward the HVAC system.
- Massachusetts Cultural Council Cultural Sector Recovery Grant - awarded: This grant was submitted last fall. It is an unrestricted grant for a cultural organization that was impacted by the COVID-19 pandemic. The library was awarded almost \$27,000 for this grant, surpassing expectations. We are able to publicize the award as soon as the Cultural Council does. The intent of the application was to help with the building project.
- Community Outreach and Education: Ron introduced the idea of promoting the value of the library and some of the tenets of the public library and what it stands for. This is inspired by the conversations with the collection development policy, as well as the work for the new library. “Be a Part of the Story” is the tagline Ron keeps coming back to - telling the story of the library and the preservation of an historic building. He first envisioned this as a committee or subcommittee of the Trustees. Rita commented on the enthusiasm of seeing the work done on the old building, but people are also curious about

the Carnegie library. Jocelyn suggested collecting individual stories of the library, similar to the Friends attempting to do that last year. This is a good time for engagement. Ann thought that was a good idea and loved Ron's story about the history of the library, with the room that was originally in the Old Town Hall. Dave Marvel is interested in doing something for cable. Ron thought we could discuss the various stakeholders who would be a good fit for this committee. Everyone seems to be in agreement with this type of project. Ann and Rita could be co-chairs. Ron would like to bring this recommendation to the Building Committee, with the goal that this is a tool for the Building Committee. This would be wrapped in with fundraising efforts for the building. Include the Friends of the library. Also discussed the community forum around the collection development policy. Discussed the possibility of a facilitator for a community forum.

Ann moved to create a Community Outreach and Education committee, an ad-hoc committee that promotes the library as a community asset, increases residents' understanding of the role of public libraries and the context in which they function and builds enthusiasm for the new building. Rita seconded the motion. Jocelyn noted this may be an objective or goal in the strategic plan

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

Brainstorm potential stakeholders to be a part of the committee. Follow the process of the town's volunteer application.

Rita moved to hire a facilitator for a public forum on the collection development policy with available funds. Ann seconded.

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

- Library communications: Discussion of the cover of the Town's Annual Report, a photo of the new library with members of the community. Not sure of the deadlines for the photo. Hoping there is more progress on the shingling of the building. Deadline for Annual Report articles is April 3. Discussed content of the next email newsletter, and if the board had any wishes or suggestions for the content. Jocelyn suggested some kind of social media campaign and highlight the chocolate program and how libraries are community. Also highlight the valentine's in the youth services room.

#### Public Comment

#### Correspondence

#### Friends

- Friends meeting in March.

#### Personnel

- Performance evaluation - Library Director: Tabled until the compilation of reviews is returned to the board.

## Executive Session

Rita moved to enter Executive Session Under **Massachusetts General Laws Chapter 30A, Section 21(a)(2); and not return to adjourn at the end of Executive Session.**

2. To conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel.

Ann seconded the motion.

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

Ron announced Executive Session, with an adjournment at the end of the Executive Session.

Open session concluded at 5:00.

Documents Referenced:

Collection Development Policy  
FY24 Budget