

**DIGHTON PUBLIC LIBRARY**  
**BOARD OF TRUSTEES**  
**MINUTES**  
**May 17, 2023**  
**6:00 PM**  
**Old Town Hall**

*This meeting was a hybrid meeting and open to the public through the Zoom Conferencing platform.*

Call to Order Trustee Meeting Started at 4:06 PM

This was a hybrid meeting with adequate and accessible access through Zoom.

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

Zoom participant: Ann Meitzen, trustee; Zachary Lapointe, President 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.

The pledge of allegiance was recited.

Rita moved to approve the minutes of April 13. Ann seconded.

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

Old Business

- Update on 207 Main Street: Not much to report. The Open House happened Saturday, May 13. The Library Building Committee is meeting tomorrow to debrief the Open House results.

Ron described how the tours with Joe Shea went, most comments and questions were positive. People seemed pleased with the project. Rita commented on good attendance given the busy time of year. Ann agreed with the turnout and commented on meeting people she did not know.

Ron thanked Cable and Laura Medeiros for recording the tour. It is available on YouTube and Channel 9.

- Annual Town Meeting: Announcement of Article 14 and 15 for the library building project at Annual Town Meeting on Monday, June 5. These articles help to fund the interior work at Smith Memorial Hall. Ron asked about if it is permissible for an elected official to speak in support about it as a Town Meeting, as opposed to a ballot question.
- Outreach and Education Committee: Jocelyn showed the beginnings of a flier and explained the task structure of communications, programming and advocacy. Process was interrupted by other tasks. Ron asked if the committee had grown. Jocelyn thought the committee needed more definition before involving others.

- Staff Appreciation Lunch: Ron thanked Rita for planning during Library Appreciation Week. Rita recommended asking staff for input. June is tough for planning this.

#### New Business

- Statistics: Discussed statistics. Trends are the same year over year, but usage continues to grow. Jocelyn is considering reallocating resources to more ebooks and downloadable audiobooks because they continue to be used and require investment in those collections. Discussed the types of electronic resources offered and how to strategize publicity and help patrons use them. Jocelyn would still like to implement programming with some of the resources offered. Also thinking about ways to post this information for the public.
- End of Year Fiscal proceedings: The Town Accountant released guidance for end of year activities, due dates and a new procedure for designation authorized signatories for boards and committees. This paperwork is due on June 30 with the Town Accountant. The decision comes in authorizing one person as primary signatory versus the entire board.
- Holiday hours for Memorial Day weekend: Request to be closed the Saturday of Memorial Day weekend.

Ann moved for the Library to be closed Saturday, May 27 for Memorial Day weekend. Rita seconded.

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

- Hours - Cow Chip weekend: Request to be closed Saturday, June 3 for Cow Chip due to the level of activity at the Town Hall campus.

Rita moved to close the library on Saturday, June 3 due to the Cow Chip festival. Ann seconded.

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

Ron asked if the library has a table at the Cow Chip. Youth services will be there distributing summer reading books. The Friends will also be at the Cow Chip.

- Signature Authority Designation for Expenditures form: Discussed in the year-end instructions earlier in the agenda.

#### Questions/Input Friends

- Zach Lapointe gave a report from the Friends. Zach agreed with the prior comments on the Open House and complemented Joe Shea from Granite City Partners. The Friends will be sending out a mailer to advocate for the library project. It is an informational flier on a yes vote for Articles 14 and 15. The Friends have 10 heart signs from the Lions to

use. The Friends is approving the addition of the New Bedford Whaling Museum. The wishing well for donations will be at Araujo Farms during customer appreciation week. The Friends will be at the Cow Chip. There will also be a table at the Dighton Community Church's Craft Fair.

Jocelyn mentioned the beginnings of a discussion of a bronze plaque fundraiser, to adopt furniture or a shelf in the new library. Zach and Rita gave more information on the idea, but it is still early in this process. There is a Friends meeting on June 21, and Zach will be sure to have that on the Friends agenda.

Ron expressed appreciation and thanks to the Friends for all their work and support.

Personnel

Correspondence

Upcoming Programs

- Discussed the upcoming programs and summer reading. Also discussed a potential new book group with Selectman Mello.

Adjournment

Rita moved to adjourn. Ann seconded.

Ron O'Connor: Aye

Rita Araujo: Aye

Ann Meitzen: Aye

Motion carries.

Meeting adjourned at 4:37.

Documents Referenced:

Minutes

Draft Ambassador Promotion

Statistics

Signature Authority Designation Form