

**DIGHTON PUBLIC LIBRARY**  
**BOARD OF TRUSTEES**  
**MINUTES**  
**September 8, 2016**  
**7:00 PM**

Call to Order Trustee Meeting at 7:10 PM

Roll Call – Ron O’Connor, Alison Cembalisty, EveMarie Cabral, Jocelyn Tavares.  
Alison moved to approve August 17 minutes. Eve seconded it. Minutes approved.

Old Business

- Jocelyn presented State Aid report, a requirement of the Commonwealth to show that municipalities are adequately funding libraries and meeting certain requirements. Ron signed, and the Dighton Library is expected to make full compliance.
- Jocelyn presented the Action Plan for Fiscal Year 18. Bolded goals correspond with current strategic plan and the listed objectives and activities are for that Fiscal Year. The Massachusetts Board of Library Commissioners (MBLC) likes to have these plans on file. Discussed and added an Activity 3 to Objective 1 under the History goal. Eve moved to approve the FY18 Action Plan with the named amendment. Alison seconded it. Action Plan approved, and will be posted on the Dighton Library website.
- Discussed updates on the Feasibility Study, including meetings with Jim Aguiar as Zoning Enforcement Officer and Zoning Board Chair Peter Caron. Robert Todisco of P<sup>3</sup> provided update which Jocelyn summarized. Email is attached with minutes. Contacted Dan Pallotta of P<sup>3</sup> where he explained the Planning Board’s role in the Design Development phase with regard to the grant application. Board of Trustees agreed to distribute the P<sup>3</sup> newsletters to local committees and boards. Jocelyn will prepare the Letter of Intent.

New Business

- Discussed August Statistics, which increased substantially (16.33%) from the previous August.
- Jocelyn registered for an Infographic webinar, Thursday, September 22 at 1:00 PM. Ron mentioned “The Nounproject.” Jocelyn will look into it.
- Fall Special Town Meeting is Thursday, October 27 at 7:00. Location is to be determined. Articles are due to the Board of Selectmen’s Office on Thursday, September 22 at 3:00 PM. Jocelyn will check with P<sup>3</sup> to see if there should be articles on this town meeting for the library project.
- Jocelyn mentioned a conflict with October Trustees meeting and requested rescheduling. Board agreed to combine Trustees meeting with a Building Needs meeting for October, anticipating more meetings will need to be scheduled.

Questions/Input

- Jocelyn brought up a conversation that took place at Department Head meeting on Wednesday, September 7 regarding discarded library books. Board of Selectmen are asking about what happens to them; Jocelyn explained policy. It seems like the same questions are being asked from the past. A policy was written and approved by the Trustees in 2011, with the guidance of Town Counsel that addressed this matter. Jocelyn sent this as well as email correspondence to the Town Accountant. There was also discussion of possible audit and this may be a good time to review the policy. Jocelyn

will re-send policy to Trustees to revisit and put on the October agenda for discussion. Jocelyn will also see if a report can be run for discarded items.

- Phyllis asked earlier in the day about further questions on the T-mobile hot-spot. Trustees agreed on a one-week loan period, with a \$5/day late fee, to be maxed at \$20 fine. There will be no renewals to start with, and no holds to start with. Only Dighton adult cardholders will be allowed to borrow the hot-spots. Need to promote service to patrons and double check on how other libraries handle the deactivation – or if they have had a problem with this issue at all.

#### Friends

- The Taste of Dighton was cancelled due to low vendor participation; Friends wanted to make sure the event was a quality event that was worth the time of the vendors. Next Friends meeting will either be October 5 or October 12.

#### Personnel

#### Correspondence

#### Upcoming Programs

- Discussed upcoming programs.

#### Adjournment

- Alison moved to adjourn. Eve seconded. Meeting adjourned at 8:33 PM.

Approved