

DIGHTON PUBLIC LIBRARY
BOARD OF TRUSTEES
MINUTES
October 24, 2018
7:00 PM

Call to Order Trustee Meeting at 7:20 PM

Roll Call – EveMarie Cabral, Alison Cembalisty, Ron O’Connor, Jocelyn Tavares.
Alison moved to accept the September 26 minutes. Eve seconded. Minutes approved.

Old Business

- Updated Strategic Planning Survey shared. Items to be added to this draft: Comments, mobile app, gender demographics question and edit the ages of 25 – 64 to 25 – 44 and 45 – 64. Jocelyn will share survey with Friends of the Library for feedback. Discussed awards for participation.
- Follow up on question regarding comments made on library website. Per Mass General Law Chapter 78, Section 7, “that part of the records of a public library which reveals the identity and intellectual pursuits of a person using such library shall not be a public record...” The nature of comments made to the library website would fall under this law.
- Jocelyn will draft anniversary letter to the Town Administrator for approval and signature.
- Phyllis has completed Passport training. All staff are registered for a training.
- Staff Development was held Friday, October 19. Staff received training on Commonwealth Catalog, and patron database. Second part of the day consisted of removing known damaged items from storage container. Damage was more severe than anticipated and many contents removed. Jocelyn will contact Town Administrator for further advice.

New Business

- Discussed statistics.
- Discussed Policy Review plan. Each board member is taking a policy to review. Alison will review Animals in the Library; Eve will review Confidentiality of Library records and Gift policy; Ron will review Trustee by-laws. Jocelyn will prepare Book Drop and Museum Pass policy for December meeting.
- Jocelyn discussed library items that are being digitized and will be hosted on Digital Commonwealth platform.
- Jocelyn is working on partnership with Cooperative Productions to bring technology classes and other classes.
- SAILS executive director Debby Conrad is retiring at the end of the calendar year. Kathy Lussier has been named as the new executive director.
- Jocelyn introduced the new Video on Demand service that includes Acorn Media, The Great Courses, Qello Concerts and Indieflix.
- The sandwich board library sign has been damaged by who we suspect are teens living in the neighborhood. Jocelyn will look into more secure options after winter.
- Wareham Library is regaining certification on November 1. Eve moved to allow earlier borrowing to Wareham residents. Ron seconded. Approved.

Questions/Input

- Brief question about writing grants. Jocelyn will research.

Friends

Personnel

- Explanation of grievance that has been filed has been given. Not library operations related.
- Staff member will be out from surgery for approximately a month, through December.

Correspondence

Upcoming Programs

- Discussed upcoming programs.

Adjournment

- Alison moved to adjourn. Eve seconded. Meeting adjourned at 8:23 PM.