

**DIGHTON PUBLIC LIBRARY**  
**BOARD OF TRUSTEES**  
**MINUTES**  
**April 13, 2023**  
**6:00 PM**  
**Lower Level of Dighton Town Hall, Youth Services**

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

Call to Order Trustee Meeting Started at 6:05 PM

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

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.

Rita moved to approve the minutes of April 5. Ann seconded.

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

Old Business

- Update on 207 Main Street: Lauren Stara of the Massachusetts Board of Library Commissioners visited the temporary library spaces and the proposed new library earlier today.
- Open Meeting Law Update - Hybrid Meeting Extension: The hybrid meeting extension has been extended to March 31, 2025.
- Bylaws - Approval and Adoption of revised bylaws: Ron reviewed the proposed changes to the bylaws and explained the revision process. The changes were also discussed at a prior meeting. This is the meeting that the board will vote the revision.

Ann moved to approve the bylaw revisions. Rita seconded.

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

With the revisions made to the bylaws, it is necessary to reorganize the board at this meeting, according to the bylaw revision.

Ann nominated Ron to continue on as Chair of the Dighton Public Library Board of Trustees. Rita seconded the nomination.

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

There were no nominations for the Secretary.

- Outreach & Education Committee Update: Discussed the sample documents of other libraries and how they created the committee, as well as the elements that we wish to incorporate in ours. Also looked at the town's volunteer application form.
- Public Comment Policy discussion: This topic was tabled as there is an upcoming training on Open Meeting Law coming up.
- Action Plan Approval for FY24 & FY25: Ann moved to approve the FY24 Action Plan. Rita seconded.

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

The FY25 Action plan will be approved in the Fall, so that as new items come up, they can be integrated.

#### New Business

- Statistics: Discussed statistics.
- Financial Report: Library spending is on track for this point of the fiscal year.
- National Library Week events: Discussion of possible activities during National Library Week including Annual Report photo, Walk from the Carnegie Building to Smith Memorial Hall and a pizza night for staff. Social media campaign for National Library Week, and possible proclamation.
- Annual Town Meeting - Library Operations: Employees are entitled to have time off from work to vote. Town Meeting is scheduled on Monday, June 5 at 7:00 and the library is open until 8:00 on Monday evenings.

Rita moved to close the library at 6:00 on Monday, June 5 to allow library staff scheduled to work on Monday evening the opportunity to attend the Annual Town Meeting. Ann seconded.

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

#### Questions/Input Friends

- The Friends have a fundraiser with Araujo Farms on Tuesday, May 9 from 6:00 - 7:30. It is \$45 per person to create a patio pot.

#### Personnel Correspondence Upcoming Programs

- Discussed the upcoming programs.

## Adjournment

Ann moved to adjourn. Rita seconded.

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

Meeting adjourned at 7:05.

### Documents Referenced:

- Minutes
- Trustee Bylaws
- FY24 Action Plan
- FY25 Action Plan
- Statistics