

Abington Public Library
Board of Library Trustees

Meeting Minutes

July 22, 2019

Called to Order: 7:00pm

Attendees: Henry DiCarlo, Chairman

Betty Henderson, Vice Chairman

Laura Nuttall, Recording Secretary

Gail Bergin

Mary Gillis

Barbara McLaughlin

Carrie Murray

Deborah Grimmatt, Library Director

Absent: Gerry Haas

Jake O'Neill

Minutes of the meeting held on June 17, 2019 were reviewed by the Board.

MOTION to approve the June 17, 2019 minutes was made by Betty, seconded by Mary and accepted unanimously.

Chairman's Report

-Day Lily Sale-Thank you to David and Sallie Hernandez for helping out at the Day Lily Sale. The number of people at the sale was down but it was steady all day.

-Town Manager Search Update-There were fourteen applicants for the five positions available on the Search Committee. Neither of the two people who were asked to represent the Library were picked. Ann Welch was picked to be on the committee and she does have some ties with the Library.

-Other-Nancy Reid and members of the Summer Concert Committee are meeting with the contractors and the Conservation Committee tonight to work on the plans for the new bridge that is going to connect the Library Parking Lot to Reilly Field.

Library Director's Report

-Monthly/Fiscal Year End Financial and Statistical Reports-The FY2019 Budget has all been spent. About \$1,2000 will be spent out of State Aid to finish the Salary Line for the year. The FY20 Budget is in the computer system and the OCLN line has been expended already. June circulation was very good. Getting out of school early has helped. July has also been very busy. May and June Patron Registration increased significantly due to the 8th and 9th grade visits to the APL. Hoopla has also increased quite a bit. FY19 OCLN checkouts and digital circulation increased over last year. People count was also up over last year even with being open fewer hours.

-Programming Update-The fall calendar of adult programs has been set. It will include visits from local authors Maureen Boyle and Lisa Duffy as well as talks by Gary Hylander. Popular Fiction Book Club had seven people in attendance last week and the Cookbook Club has twelve people signed up for tomorrow. There were 45 people in attendance for Drop-in Story hour this morning. Summer reading programs have been well attended and lots of hours have been logged. Bed Time Story Hour has not been as full as in years past.

-Friends of the Library-The Friends are on summer break right now.

-OCLN Update-Things are good at OCLN. There have been a lot of glitches in the automatic renewals program that OCLN rolled out. It has caused a lot of confusion among patrons. Deb is glad that the APL has gone with the opt-in automatic renewals so that patrons can choose if they want automatic renewals and it can be explained how it works by the staff. The patrons who have opted-in are happy with the program. Deb's term as Network President started July 1, 2019. It will be a time-consuming position but Deb is up for the challenge. Quincy College Library has been in a state of limbo since their Library Director left. They have just hired a new Director.

-Department Head Meeting Update-Jack Pistorino the deputy assessor is retiring. There is some emergency work being done to the carpets in Town Hall because of the flooding they had. The study for the new Fire Station will be starting soon.

Paving of the parking lots will not take place until next summer. There is still curbing and sidewalk work that needs to be finished.

-Other-Deb has been having laptop issues. Her laptop was bought in 2015 and the touchpad has begun to work intermittently. She is going to purchase a new laptop for around \$1000.00.

Building Issues

-Town Energy Efficiency Project-The Town Energy Efficiency Project is theoretically done. Deb still does not have control of the heating and air conditioning because the software has not been released yet. Town Hall staff and Library Staff have been trained on how to use the software. There is still an issue in the lobby of the Library and Deb has been working on getting it fixed. The air is turning on at 6:00am and it has helped to keep the building more comfortable in the mornings. It is not as stuffy when the staff gets in.

-Copeland Room Window-One of the small windows in the Copeland Room was shattered. The man who replaced the window found the rock that fit into the hole in the window so it appears that when the grass was cut, the rock broke the window. The new window has a slightly different tint than the other windows.

-Staff Restroom Faucet-The faucet in the staff restroom broke. It has been replaced with a traditional faucet which has made the staff very happy.

-Other-A new book bin has arrived in the parking area next to the Library. People have been using it.

Current Library Issues

-Yearbook Digitization Project-Sarah, Sue and Deb went to the meeting and found it very helpful. They all feel more comfortable with the project now.

-LSTA Grant Application Update-The APL has been awarded an LSTA grant. It begins in October so Deb has the summer to look for consultants.

-Summer Reading Program-Summer Reading is going along well.

Old Business

-Community Preservation Act Story Garden Restore and Refresh-Deb will start the work on the Story Garden when she gets back from vacation. The benches are the biggest project and they are a priority. They need to be done this summer. The fence will be fixed at a later date. The CPA works by getting the jobs done then submitting the bills to have them paid.

-Other-Deb's office was going to be painted when she went on vacation but the painting has been postponed. The music and drum from the Abington Community Band are still in her office and she has not had time to get the office ready before she goes away.

New Business

-Special Municipal Employee Exemption-Henry and Deb are going to submit the paperwork for Special Municipal Employee Status on behalf of the Board of Library Trustees. The Board of Selectmen will be voting on it at Monday's meeting.

-Novelist Plus and Library Aware through OCLN-Novelist is a database that gives reading recommendations which the staff uses a lot for book clubs. OCLN is trying to get the catalogue contents so that Libraries can use the contents and split the costs. So far, every OCLN library has opted-in except Hingham. APL will go from paying \$1,515 to \$515 for the service. The staff is very excited. Library Aware is newsletter software that is available for \$601.73 a year. Deb thinks this may be good to use in addition to Pinterest which is what the Library is using now.

-FY19 State Aid Expenditures- Deb will have the figures at the next meeting.

-Community Band Music Library-Joyce Harrington retired from Abington High School so there is no place to house the Abington Community Band music. There is space in the periodicals room so the music can be stored there. There is also a bass drum that is going to be stored upstairs once the Town Energy Project is finished.

-2020 Census-The 2020 Census is going to be totally on-line. The Library staff will encounter people who need lots of help getting the census filled out. This is going to be very time consuming for the staff. OCLN is working with a non-profit to help with assisting the public with the census.

-Community Reads 2019-2020-Deb and Sandy have been going to Massasoit Reads programs for the past few years. Massasoit is doing *March*, a set of graphic novels by John Lewis this year. APL is going to partner with Massasoit this year for Abington Reads. It will allow Abington to do some different programs in Abington and at Massasoit. The books are also hopefully going to get younger people involved. Massasoit is looking to get John Lewis or the illustrators of the book to speak. Deb is thinking that the APL can do a music program and historical lecture.

-Staff Breakfast-The staff breakfast will be Friday, August 23, 2019 at 9:30. Gail is going to send out an email to sign up for things to bring and who will be in attendance.

Next Meeting:

September 9, 2019 7:00pm

October 7, 2019 7:00pm

November 18, 2019 7:00pm

Motion to adjourn at 8:41pm was made by Carrie, seconded by Gail and accepted unanimously.