

Abington Public Library
Board of Library Trustees

Meeting Minutes September 9, 2019

Called to Order: 7:01pm

Attendees: Henry DiCarlo, Chairman

Betty Henderson, Vice Chairman

Laura Nuttall, Recording Secretary

Gail Bergin

Gerry Haas

Barbara McLaughlin

Carrie Murray

Deborah Grimmett, Library Director

Absent: Mary Gillis

Jake O'Neill

Minutes of the meeting held on July 22, 2019 were reviewed by the Board.

MOTION to approve the July 22, 2019 minutes was made by Betty, seconded by Barbara and accepted unanimously with one abstention.

Chairman's Report

-MCBL Building Consultants Tour Update-At the Legislative Breakfast it was discovered that the current MCBL Building Consultants had never been to the APL so Lauren Stara and one of her colleagues came for a tour. They were very impressed and two weeks later retired consultant Patience Jackson came for a visit.

-Town Manager Search Update-Henry has not heard anything.

-Other-Henry read some thank-you notes that he received for the Staff Breakfast.

-Other-The dead trees around the parking lot have been taken down.

Library Director's Report

-Monthly/Fiscal Year End Financial and Statistical Reports-Financials are right where they should be at this stage. Circulation was up in July and August. People are very happy about not paying fines which has seemed to boost circulation.

-Programming Update-Adult programs are starting soon with one new addition. Nicole Asselin, an Abington native, will be speaking on October 29, 2019 about her first novel *Murder at First Pitch*. TAB started last week. Story Hours are full. There is a new Librarian at the Middle/High School. Deb is going to reach out to her about class visits.

-Friends of the Library-The Friends meet next week.

-OCLN Update-Things are good at OCLN. Deb has been very busy and the network is in a good place. Massasoit Community College moving to the academic HELM network has not changed much for OCLN.

-Other-There have been some patron issues in the last few weeks that have taken up a lot of staff time and energy.

Building Issues

-Town Energy Efficiency Project-The Lobby controller is done. The computer system is hooked up but not all the systems are working. The people at Town Hall and Deb are frustrated with how the project is going.

-Parking Lot-Trees-The dead trees have been removed from the parking lot area around the Library and Town Hall.

-Carpeting-The Town Accountant is the procurement person who is helping Deb find people/companies on the State Bid List to replace the carpet in the APL. Deb has met with one vendor to date. Deb is also looking for movers on the State Bid List because some of the stacks will need to be moved and the companies that replace carpet typically do not move library stacks. This project will probably be an 8-10-day event with lots of moving parts.

-Other-Henry was talking to Peter McDonald about the new bridge that has been designed to connect the parking lot to Reilly Field. The plans for the bridge still have it going straight across instead of being angled toward the field. He told Peter that it would be helpful to have the bridge pointing to the field so that people would not go over the wall next to the Library.

Current Library Issues

-Yearbook Digitization Project-Sarah has been working on the project.

-LSTA Grant Update-The money for the LSTA grant will be released October 1, 2019.

-Summer Reading Program Wrap-Up-Summer Reading was very successful. Amy and Sandy did a great job. There were 85 people on Saturday for Dino Man and everyone enjoyed it.

-Middle School Parent Letter-Deb has sent out the same letter as last year to the Middle School Parents. No negative feedback as of yet. So far, all the students that have been coming onto the Library after school have been well behaved.

-ARIS update-The ARIS report has been filed. The new software was not very user friendly but it is done. Everything looked good.

Old Business

-Community Preservation Act Story Garden Restore and Refresh-Rob Libby will be working on the Garden.

-Special Municipal Employee Exemption-The Selectmen approved Special Municipal Employee status for the Library.

-Novelist Plus and Library Aware through OCLN-Novelist has been phenomenal linking databases to the catalogue. The ability to expand horizons is great. Deb will be promoting it soon. Library Aware has allowed the staff to make fliers, book jackets, and bookmarks. They are all very professional looking. The creativity that Library Aware inspires is limitless.

New Business

-FY19 State Aid Expenditures-A total of \$24,944.42 was expended from State Aid in FY19. Deb will have a spread sheet of expenditures next meeting. FY20 starts with \$45,237.71 in the State Aid Budget.

-FY19 Trust Fund Expenditures-Not much was expended form the Trust Funds in FY19. The interest earned in FY19 was better than in the past few years.

-Staff Update-There has been some shifting of hours between the non-union Library Assistants to accommodate some changes in schedules. All the hours are covered and everyone seems happy with the new schedule.

-Schedule Personnel Sub-Committee Meeting-HR Consultants have been surveying departments about their job descriptions. A draft has been sent to Deb so she and the Personnel Subcommittee (Gail, Barbara and Betty) are going to review it on September 30, 2019 at 6:30.

-Holiday Hours-**MOTION to close the Library at 5:00pm on October 31, 2019 and December 23, 2019 was made by Gerry, seconded by Gail and accepted unanimously.**

-Other-There have been no outside activities sponsored by the APL that would expose patrons to EEE or any other mosquito-born illness.

Next Meeting:

October 7, 2019 7:00pm

November 18, 2019 7:00pm

Motion to adjourn at 8:30pm was made by Gerry, seconded by Carrie and accepted unanimously.