

Abington Public Library
Board of Library Trustees

Meeting Minutes

June 11, 2018

Called to Order: 7:04pm

Attendees: Henry DiCarlo, Chairman
Betty Henderson, Vice Chairman
Laura Nuttall, Recording Secretary
Mary Gillis
Gerry Haas
Carrie Murray
Jake O'Neill
Deborah Grimmett, Library Director
Absent: Gail Bergin
Barbara McLaughlin

Minutes for the Board meeting held on May 21, 2018 were reviewed by the board.
MOTION to approve the May 21, 2018 minutes was made by Betty, seconded by Mary and accepted unanimously with one abstention.

Chairman's Report

-Thanks to everyone who attended Town Meeting.

Library Director's Report

-Monthly financial and statistical reports- Financially everything is ok. The Book Line has been overspent which is good. Some money will have to be moved out of the Expense Budget and put into the Salary Budget because of the raises. There is a lot of money still in the Electricity Budget Line because of the new billing system with the Town. Deb is going to be talking to Town Hall about how the Library Electric bill is going to be paid. Building Maintenance and Repair Budget has been overspent. April was a good month for circulation. May was ok. Website hits were up in April and down in May.

-Programming Update-Popular Fiction Book Club will meet in July. Non-Fiction book clubs will meet in both July and August. Craft night will continue into the

summer months. The third Cooking Program was a success and will continue in the fall. Other fall programs that have been scheduled include Bob Halloran and Ted Reinstein from Channel 5. The Friends are also going to schedule a downsizing your home workshop in the fall.

-Friends of the Library-The Friends are off for the summer.

Building Issues

-A/C Compressors-The three new compressors have been installed and now there are four working compressors in the Library.

-Front Shrub Beds-Rob Libby is going to give Deb a price to have the front shrubs taken care of this summer.

Town Energy Efficiency Project-The Town is taking part in another Energy Efficiency Project. A lot of the elements of the Efficiency Project do not apply to the Library because it is such a large, open space. The Project may help the Library purchase controllers and new VAV boxes at a reduced cost as well as an additional heating unit for the Boiler Room.

Parking Lot Paving-The parking lot will be paved sometime late this summer. Deb will pass on the dates as soon as she hears from Town Hall.

Other-There are about six dead trees in the Library parking lot. Deb is going to look into getting them taken down and replaced before the parking lot gets paved.

-Other-The question about the unauthorized path between the Library parking lot and Reilly Field was discussed among the Trustees. Should the path be blocked to prevent people from cutting through or should it be cleared out and widened? The consensus of the Board was to wait and see what the new bridge and walkway look like before making a decision on the path.

-Other-Jim Batson has retired as the Handyman for the Library. Deb is looking to find someone who can do small fix-it jobs. Jay Condon may be the person to contact for some references.

Current Library Issues

-Impact of New School-The donation boxes that belong to the schools need to be put back on school property. The Library Book Donation Box is now being maintained by Planet Aid.

-FY18 Year End State Aid Projection-Deb will be purchasing 4 more wheeled tables out of State Aid. As of right now no State Aid money has been spent on salaries but by the end of June she will have to spend some.

-FY 19 Budget-A \$10,000 union raise has changed the Budget, therefore the FY19 Book Budget will need to be raised to keep to the 15% of the total Budget.

Old Business

-Summer Reading Program-Libraries Rock is this year's theme. The Summer Reading Kickoff is June 21, 2018. Something new this year is scratch tickets. Everyone who visits the Library will be given a scratch ticket that will reveal a prize. The prizes for the children are iTunes gift cards, DQ gift cards, Papa Gino's gift certificates, books, candy and much more. Adult prizes are mugs, Barnes and Noble gift cards, Libraries Rock bags and much more.

-OCLN System Migration June 25-29, 2018-During the Migration, patrons and Libraries will not be able to place holds. All other Library services should be available during the Migration.

-Other-The two computers at the Circ Desk have been replaced. The computers' died within two days of each other. The only issue with the new computers is that there is no way to print to Sue's or Amy's computer

-Other-Last Monday, a patron disabled a computer. Deb had to put the computer out of service and it took her and Wayne two days to restore Windows 10, PC Reservation, other software and printing.

New Business

-Children's/YA Overdue Fines Discussion-Thomas Crane Public Library in Quincy is considering doing away with fines in FY20 on children's and teen materials. Abington instituted their fine program in 1987 or 1988. Deb would like

to do some research and see if minimal overdue fines deter patrons from taking out material. Overdue book fines for Abington are usually about \$8,000 per year and go to the Town, lost book fees go to the Library to replace the material. The Board would like Deb to go ahead and investigate overdue fines. She is going to talk to the other Libraries in the area to see what they think. Inconsistent policies on fines could lead to confusion and unhappiness among staff and patrons.

-Electronic Content Funding Discussion- Axis 360 and CEC are not in service any more. The State now has a contract with Overdrive and is paying each network's platform fee. This is going to be another layer of bureaucracy for most Libraries, but it will help small Libraries. In Abington, the money that was spent on the CEC will now be used for Hoopla and Overdrive. Digital demand has increased dramatically and typically we only buy one copy of a digital book. More money can be invested in Overdrive collection development. This also goes toward the 15% Book Budget.

-Copeland Room Study Space Discussion-Deb had some thoughts about possibly using the Copeland Room as an overflow study space for tutors. After weighing the pros and cons with the staff, the decision to not use the Copeland Room as a study space has been made.

Next Meeting:

July 16, 2018 at 7:00pm

September 10, 2018 at 7:00pm

Motion to adjourn at 8:56pm was made by Carrie, seconded by Gerry and accepted unanimously.