

**Board of Trustees**  
**Abington Public Library**

Meeting Minutes

April 13, 2015

Called to Order: 7:00pm

Attendees: Henry DiCarlo, Chairman

Betty Henderson, Vice Chairman

Laura Nuttall, Recording Secretary

Gail Bergin

Gerry Haas

Kathy Jones

Barbara McLaughlin

Jake O'Neill

Deborah Grimmett, Library Director

Absent: Will Adamczyk

Guest: Mary Gillis

Minutes for the meeting held on March 16, 2015 were reviewed by the board.

**MOTION to accept the March 16, 2015 minutes was made by Kathy, seconded by Jake and accepted unanimously.**

**Chairman's Report**

-Thank you Betty for running the last meeting while Henry was away.

-Thanks to all of the staff for all that they did this winter.

-On March 23, 2015 the Library received the second State Aid Payment of \$10,514.39.

## **Library Director's Report**

-Monthly financial and statistical report-More State Aid will be expended for salary than last year. The Electricity and Gas, and Building budgets are running low. Circulation is slowly starting to improve.

-Programming Update- Abington Reads Author Michael Tougias was a huge success. He spoke to students at Abington High School during the day and he enjoyed speaking with them and answering their questions. Then he spoke to a packed house at the APL in the evening. The event was so popular that some patrons were not able to get in. Local author Dana Owen spoke at the Library last week. There was a good turnout for the program. Thank you to Sandy for helping out with the program. The APL will have another Abington Reads program next year.

-Friends-The Friends would like to invite Michael Tougias back to speak in the fall. The Book sale is being set up now. Next week is the cut off for dropping books off. Michelle will be the staff member on duty the day of the Book Sale.

-Other-Thanks to all who helped move the furniture in Deb's office again.

## **Building Issues**

-Snow and Ice Issues-A call has been made to the Town's Insurance Adjustor for damage to the portico and roof. With all of the damage done this winter only two books were lost thanks to the efforts of the staff! Jim Batson will begin replacing some of the missing and damaged ceiling tiles soon.

-Cleaning Issues-The cleaning company has not been keeping up with the cleaning contract. The Library has been ok, but the Town Hall staff is very dissatisfied. There was a meeting with members of Town Hall, the management of the cleaning company and Deb to come up with some solutions to the problems. For right now every Tuesday morning, the cleaning company manager will walk through Town Hall and the Library to make sure things are ok. The contract with the cleaning company ends in June 2016.

-Other-The air conditioning has kicked on and appears to be working.

## **Current Library Issues**

-Staffing-The staff is wonderful and all of the hours that need to be covered have been covered with the current staff. On Friday, April 3 the staff had a breakfast with some of the retired and former staff members of the APL. Everyone had a good time.

-FY15 LSTA Grant “Science is Everywhere”- Programs are going well. The Grant report is due April 15, but Deb has gotten an extension so it will now be due May 8, 2015.

-Copeland Room Technology Update-The Ockers Company will be installing the new equipment in the Copeland Room on May 6, 2015. Andy McKenzie and Wayne Norling will also be on hand to assist. **MOTION approve of \$5122.00 from the Lions Club Gift Account for the technology update for the Copeland Room was made by Jake, seconded by Gail and accepted unanimously.**

-FY16 Budget-Nothing new with the budget. The Town Manager has a meeting with the Library Union tomorrow.

## **Old Business**

-Substitute Library Assistant Job Description-**MOTION to approve the Substitute Library Assistant Description of Duties was made by Betty, seconded by Gerry and accepted unanimously.**

## **New Business**

-Garden winter clean-up funding-The Garden is a mess and there is less than \$1000.00 left in the account. Trust Fund money will need to be used to get all of the clean up done. Rob Libby will be able to repair the gate to keep the deer out. He will also be pruning trees and shrubs, cleaning up the leaves, and power washing the benches (the ones that are not broken). Deb is going to ask the Town’s Insurance Adjustor about putting in a claim for the gate and benches since they were damaged during the snow storms. Going forward we will need a new source of income for the Garden Fund. As of now the Daylily sale is the only

fundraiser for the Fund. **MOTION to authorize expenditures from Trust Funds for repairs to the Garden was made by Kathy, seconded by Barbara and accepted unanimously.**

-Replacement exterior bench-One of the benches out in front of the Library was broken this winter due to the weight of the snow. The Highway Department removed it due to the hazard. The Pool Place has the bench and it can be special ordered for \$956.00. Deb is going to see if the purchase of a new bench will also be covered under insurance. A new bench will be ordered.

-Summer Hours-**MOTION to close the Library on Saturday's from June 20, 2015 to September 12, 2015 was made by Gail, seconded by Betty and accepted unanimously.**

-Holiday for July 4-**MOTION to close the Library on Friday, July 3, 2015 for the Fourth of July holiday was made by Gail, seconded by Jake and accepted unanimously.**

-Other-Moberg inspected the roof and has an estimate of \$980.00 for shingles, edge strips and other repairs that need to be made due to the snow and ice this winter. This estimate will be submitted to the insurance adjustor and hopefully the whole bill will be paid.

-Other-Thank you to Wayne Norling for taking the old TV from the Library to the "Anything with a Plug" recycling.

#### **Next Meetings:**

**May 18, 2015-Regular Meeting to be posted for 7:00 pm.**

**June 8, 2015 before the Town Meeting**

**MOTION to Adjourn at 8:25 pm was made by Gerry, seconded by Laura and accepted unanimously.**