

Abington Public Library
Board of Library Trustees

Meeting Minutes

June 17, 2019

Called to Order: 7:00pm

Attendees: Henry DiCarlo, Chairman

Betty Henderson, Vice Chairman

Laura Nuttall, Recording Secretary

Gail Bergin

Mary Gillis

Gerry Haas

Barbara McLaughlin

Carrie Murray

Jake O'Neill

Deborah Grimmatt, Library Director

Minutes of the meeting held on May 8, 2019 were reviewed by the Board.

MOTION to approve the May 8, 2019 minutes was made by Jake, seconded by Mary and accepted unanimously with three abstentions.

Chairman's Report

-The Town Manager and Selectmen have not been able to come to an agreement for a contract for the Town Manager. The Town Manager will be leaving so the Selectmen will be forming a search committee. The search committee will be comprised of five appointed citizens. The Library should have someone on the committee to make sure the Library has a voice. Anyone who would like to volunteer or suggest someone who would be a good candidate please see Henry. The deadline to apply is June 24, 2019.

-At the last meeting the Board did not vote on the make up of the Committees.

MOTION to maintain the same Committees was made by Carrie, seconded by Barbara and accepted unanimously.

Library Director's Report

-Monthly Financial and Statistical Reports-Salary Budget should be all set, State Aid will have to be used only for the last week of the fiscal year. There is a good amount of money left in the Expense Budget. The Book Budget has been spent. There is still some money left in the Building Maintenance and Repair Budget. The new lights and working compressors have proved to be a savings this year. There have been no HVAC service calls since the new compressors were installed. The statistics for April were down and for May they were up. Hoopla activity is up due to all the students that visited the Library last month. One hundred forty-eight Library cards were given out to Abington Middle/High students. Circulation is up 6%.

-Programming Update-Non-fiction and Pop Fiction book clubs will continue over the summer. The Teens have a Chopped program scheduled and a workshop on Metalsmithing. A Metalsmithing program will also be held for adults. Craft nights and Cooking will continue over the summer. Drop in story hour is still very busy.

-Friends of the Library-The Friends are on hiatus for the summer. A group of students from the Middle/High School made a \$50.00 donation to the Friends.

-OCLN Update-Automatic Renewals & Email Receipt Options-Automatic renewals is now working. Abington is participating in the "opt-in" program. The staff can "opt you in" at the check-out desk. Also, receipts can now either be printed or emailed. The staff will be asking patrons which option they prefer. The OCLN Budget is in good shape. Massasoit Community College will be leaving OCLN and moving to HELM which is a higher education network. Academic Libraries have different standards for licensing and data bases and this move will be good for the college.

-ARIS/State Financial Report-The State went out to bid for new data collection software. Deb went to a workshop last week and it seems like the new software has some good features and is more user friendly. The ARIS report is due mid-August.

-Other-The Board of Health has been having ongoing problems with the Planet Aid bins. The Planet Aid driver took all the books out of the bin and put them in the trash during the last pick up so the contract with Planet Aid has been terminated. A new company will be coming in and they are looking to put the bin closer to the Library to make room for a compost site that the Town wants to put in.

Building Issues

-Town Energy Efficiency Project-Last Tuesday the controllers were hooked up and the people installing the fans finished up, but the controllers were not hooked up to the fans so no air was moving. Deb sent an email to the company explaining that the Summer Reading Program was starting and the air needed to be moving in the Library. The air is moving now but they brought the wrong return fan so they could not install it. Deb still cannot control the air flow yet. The project has to be done by June 30, 2019.

- Minor Plumbing Issues-The Town Hall has 2 or 3 major floods in the last few weeks. The Library has had some drains back up but they have been fixed.

-Donor Wall Discussion-Two more plaques will need to be added to the Donor Wall as there have been two donations of over \$1,000.00 in the last few weeks. Deb is going to talk to the sign people to see how the space can be reconfigured to accommodate plaques for the future.

-Other-The front door would not close but it was not a major issue. There was a small rock wedged under the threshold that prevented the door from closing. It was removed and all is well now.

Current Library Issues

-Yearbook Digitization Project-Sarah, Sue and Deb are going to a Digitization Workshop at the Brockton Public Library on July 22, 2019.

-LSTA Grant Application Update-A decision on the Grant should be made public July 11, 2019.

-Summer Reading Program-Summer Reading kickoff is tomorrow. Sandy and Amy have everything all set to go.

-Other-The Massasoit Chess Club held a workshop in May and three people attended. They are going to do it again in June. All levels are welcome.

Old Business

-FY20 Budget-The FY20 budget is well above the MAR which is good. The Reference Librarian position and the raises for all the staff have been fully funded.

-Community Preservation Act Funding Application for Sheila's Garden-On July 1, the Library will receive \$12,000 for restoration of the benches and other work to Sheila's Garden.

-High School Class Visits/Cards for current Eight Grade Students-The Friends covered a bill for a student that owed money to the Library so that the student could use their Library card. Lots of Eight Grade and Freshman student got Library cards during their school visits. Only three could not get new cards due to lost books that were owed to the APL or other Libraries.

New Business

-Carpeting Replacement Discussion and Walk-Through-The APL will be getting new carpeting. The project will have to go out for bid and Deb will be working with the Town Accountant to get the paperwork done. The Whitman and Plymouth Libraries had new carpeting put in and used carpet squares so Deb is looking into different colors and patterns of carpet squares. As the carpeting is being replaced, areas of the Library may have to be closed off to the public for the work to be done. The furniture and low stacks in the middle sections of the Library will be moved, but the large stacks on the sides cannot be moved so the

carpet will have to be cut to fit the spaces around the stacks. It is going to be a big project.

-Avery/Mackiewicz Donation-Trees for Parking Lot-An \$8,000.00 donation by the Avery/Mackiewicz Family will be used to replace the dead trees around the Library Parking Lot. The dead trees are going to be taken down but will not be replaced until the parking lot repaving project is complete. It could be next year before the trees are replaced. Christina McMahon has requested that Pear Trees not be planted. Deb and John Stone are going to look into different variety of trees that could be planted.

-Puzzle Table Benches-The benches for the puzzle table were from the old Library and are starting to really fall apart. They have been repaired several times but Deb thinks it is time to replace them with chairs. She is going to look and see what would work with the height of the puzzle table.

Next Meeting:

July 22, 2019 7:00pm

September 9, 2019 7:00pm

Motion to adjourn at 8:52pm was made by Gerry, seconded by Carrie and accepted unanimously.