

Abington Public Library  
Board of Library Trustees

Meeting Minutes

September 10, 2018

Called to Order: 7:07pm

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 for the Board meeting held on July 16, 2018 were reviewed by the board.

**MOTION to approve the July 16, 2018 minutes was made by Betty, seconded by Mary and accepted unanimously with two abstentions.**

### **Chairman's Report**

-Thank you notes were passed around for the Trustees to read from members of the staff for the Staff Breakfast.

-Thank you to all the Trustees who attended and helped with the Staff Breakfast.

-Mary Rourke passed away. She was a big supporter of the Library and a very active member of The Friends of the Library.

-Marcie will be leaving the APL to become the Director of the Whitman Public Library. Tomorrow is her last day. Thank you to Marcie for all you have done in Abington.

-ARIS is done and has been sent.

## **Library Director's Report**

-Monthly Financial and Statistical Reports-Salary expenditures are right where they should be. Circulation for July was way up and the Library was very busy. August circulation was also up. Museum Pass circulation was down slightly. Digital circulation has stayed the same since losing AXIS 360.

-FY18 Financial Reports-Trust Funds and State Aid-The Trust Fund account gained almost \$1,000 in interest this year. Trust Fund money has been used to purchase flowers, Teen Chopped supplies, streamers and other items needed for various programs. State Aid money has been used for salary, programs, plants, software, books, furniture and the Story Garden.

-Programming Update-Programs for the Fall include a discussion of the Korean War with Dr. Gary Hylander, An Evening with the Master of Suspense, Ted Reinstein presents his recent book on New England's General Stores, Downsizing, Bob Halloran presents his book called Count the Rings and Tales from the Home of the World's Worst Weather. The Friends Book Talk was well attended with 20 people. TAB resumed on Tuesday with lots of new faces. The Cooking Club resumes this week and Adult crafts will begin September 20, 2018. Story Times and Toddler Times have started and the Rainforest Reptiles program is next week.

-Friends of the Library-The Friends meet next week. This year they are looking to change how the Book Sale is run. They are looking for alternatives that may be less labor intensive.

-Other-One of the staff members fell in the stacks last week. She was carrying some books and did not see the kick stool and she fell and hurt her shin badly. She is doing fine now.

## **Building Issues**

-A/C Compressors-The new compressors are working well.

-Front Shrub Beds-They look great! Deb is going to get a price to have Rob do a fall clean-up also.

-Town Energy Efficiency Project-Deb has not heard anything about when the project will be starting.

-Parking Lot Paving-No date has been set for paving because they are still putting in the curb stones in front of the Town Hall.

-Exterior Lights-The low portion of the portico has 14 new LED lights.

-Story Room Lights-It has been very dark in the Story Room since the last Efficiency Project. Andy replaced the up lights with LED lights and it is much brighter.

-Other-There have been some toilet issues that Deb and the Staff have been able to deal with.

### **Current Library Issues**

-Impact of New School-No major impact so far this school year.

-Historical Preservation Funding-Deb is not sure what should be preserved for the Town of Abington. In her search on Historical Preservation she found an LSTA Grant that lays out all the information and procedures for Preserving Historical documents. She has decided to apply for the Grant. If it is awarded it would be in July 2019. This year Deb is going to apply for a CPA Grant for new benches in the Story Garden and to fix the bricks in the Story Garden as well as getting new River Rocks for the edge of the garden abutting the building. Deb and Henry have estimated the cost to be about \$20,000. The consensus of the Board is for Deb to proceed with applying for both Grants to get the projects done.

-Yearbook Digitization Project-Deb is going to advertise to see if she can get copies of the missing yearbooks. All the yearbooks have been catalogued. She will be sending the Green Years Yearbooks to be catalogued first.

## Old Business

-Substitute Circulation Assistants- Deb has hired two substitute circulation assistants. Kerry Lohnes has already started and Sue Donovan will start next week.

-Public Libraries in Massachusetts: An Evolving Ecosystem MBLC Study-The study has been done and the State is now looking at the data. Deb is wondering if the results of the study will affect how State Funding is allocated.

-Summer Reading-This year was very fun and busy. The scratch tickets were very successful. The number of hours logged by the readers was a lot less than expected.

-Director Salary Study-Deb has not done any more work on the study. Next month she hopes to have more to report.

## New Business

-Reference Librarian Position-The posting has been approved by the Town Manager and Deb will be sending out the advertisement soon.

-Fall/Winter Holiday Hours-**MOTION to approve the Fall/Winter Holiday Hours was made by Carrie, seconded by Gail and accepted unanimously.**

-FY20 Preliminary Budget Discussion-Deb needs to submit a Preliminary Budget before Halloween. The items that need to be put into the FY20 budget draft are an increase in the Maintenance and Repair Budget, Assistant Children's Librarian Position, and an adjustment to the Director's salary. She will have a draft at the next meeting.

-FY19 State Aid Budget-The consensus of the Board is that the FY19 State Aid Budget looks good.

**Next Meeting:**

**October 15, 2018 at 7:00pm**

**November 19, 2018 at 7:00pm**

**January 14, 2019 at 7:00pm**

**Motion to adjourn at 9:03pm was made by Carrie, seconded by Gerry and accepted unanimously.**