

**Abington Public Library  
Board of Trustees**

Meeting Minutes

Date: January 11, 2010

Called to Order: 7:05

Attendees:

- ✓ Henry DiCarlo, Chairman
- ✓ Betty Henderson, Vice Chairman
- ✓ Jake O'Neill, Recording Secretary
- ✓ Will Adamczyk
- ✓ Jonathan Harris  
Christina McMahon
- ✓ Kathleen Jones  
Jim Doucette
- ✓ Gail Bergin
- ✓ Deb Grimmitt, Acting Library Director

Minutes for meeting held on November 9, 2009 were reviewed. **MOTION to accept November minutes was made by Will, seconded by Jon and accepted unanimously.**

**Chairman's Report**

- The chairman attended the Planning Board and Selectman meetings to present the Strategic Plan. It was well accepted at both meetings.
- Saturday the Finance Committee took a walkthrough of the library. It went well and several of the members commented on how well the library "stretches a buck".
- There are additional requirements for elected officials to sign at town hall.
- All members received, through Henry, an invitation to the Legislative Breakfast to be held on February 5<sup>th</sup> at the Fireside Grill from 7:45 to 9:00.

**Acting Director's Report**

- Financials – As to be expected it isn't a pretty picture. As of now, \$6,000 has been spent out of State Aid to cover salaries and it will double by the end of the year. Based on current projection, last week of fiscal year may have to be covered entirely by State Aid. Despite the financial issues, the library is moving along as expected. Expense budget is being spent fast. A total of \$1,631.78 was spent out of MEG State Aid for new computer but only \$1,500 was voted. The two new computers went to Judy and Emily and their computers were refurbished for public Internet workstations. **A MOTION was made by Jake to approve an additional \$131.78 from MEG to cover the additional cost of the computer purchased. It was seconded by Betty and accepted unanimously.**
- Circulation – total was down a bit from the previous month mainly due to the library being open less hours. The computer usage was still up.

**Programming Report**

- Vincent McCaffrey is a former book shop owner who wrote a mystery entitled Hound. He will be doing a free book discussion at the library on February 11<sup>th</sup>.
- South Shore Writers will be doing a discussion with an author on February 26<sup>th</sup>. The Thimbles & Friends Quilters Guild will be displaying on March 6<sup>th</sup>.
- Suzanne Mahler will be presenting a class on gardening on March 20<sup>th</sup>.
- There is a class for parents on web content being held on January 28<sup>th</sup> to help parents with children in Fourth Grade and up.
- Another SAT workshop is being scheduled for the end of March.

- The library staff has begun working on the Summer Reading Program which has “Get Your Green On” as the theme. The Friends of The Library have already been approached to see if they will adopt animals based on the number of the books read as in previous years. They are looking into what performers and how many they can get for the summer.

### **Technology Update**

- In order to convert one of the older staff computers to a public access computer a new license for Envisionware needs to be purchased and installed. **A MOTION was made by Will to authorize spending up to \$400 from State Aid to convert the computer to public access usability. It was seconded by Jon and accepted unanimously.**

- Navigator, as a search engine for books, will be offline as by January 15<sup>th</sup> and the system will be converted back to IBistro. Decision was made by OCLN due to cost and usability.

### **Building Update**

- Automatic door opener has been fixed.

- The weld in the Audio Video Book drop broke and was not under warranty. A replacement one is \$1,200 so we are looking to have the existing one repaired.

- The fan for the water bubbler is not working so it is shut off. After discussion it was decided not to take any action due to the cost of potential repair. The bubbler works, the water isn't as cold.

- There was an electrical surge prior to Christmas which set off the fire alarm on the south side of the building which required rebooting and a few computer monitors are acting odd. The library is looking into the cost of industrial surge protector for the computers.

- The library continues working on determining which, if any lights can be turned off in the building to cut costs.

- An HVAC actuator needs to be replaced for system to run correctly.

### **Current Library Issues**

- The trust funds budgets were presented for discussion about where money can be taken for the book budget. Deb is to talk to the Dori about contacting the town counsel about limitations on trust funds to see if any can be modified.

- **A MOTION was made by Jon to authorize spending up to \$16,000 from the trust funds for the book budget. It was seconded by Will and accepted unanimously.**

- Abington did not receive an invitation to meet with the Board of Library Commissioners concerning the waiver application. There were 98 waiver applications this year and only 23 last year. Only six applicants were invited to talk to the board.

- A letter of intent concerning applying for an LSTA Grant was sent by the library. The grant would be for YA services and would be for over \$11,000 a year for 2 years.

### **New Business**

- FY 11 Budget - The town requested three budgets, one level funded, one level services and one to restore services to June 2009 levels. None of the budgets are to include furlough time. The issues with all three options were discussed among all trustees.

- A revised Collection Development Policy was presented. It will be reviewed by trustees for further discussion next meeting.

**Next Board Meeting to be held on Tuesday February 9<sup>th</sup>.**

**Motion to Adjourn @ 9:11 p.m. was made by Gail, seconded by Will and accepted unanimously.**