

## Abington Public Library

Meeting Minutes

January 9, 2017

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  
Deborah Grimmatt, Library Director  
Absent: Jake O'Neill

Guest: Kimberly Reid was introduced to the Board. Kimberly is a sophomore in College who will be volunteering in the Library for her field period. She has been helping with Story Hour, TAB meetings, copying, and the deployment of the public computers. She will be with us until the end of January.

Minutes for the Board meeting held on November 14, 2016 were reviewed by the board. **MOTION to approve the November 14, 2016 minutes was made by Betty, seconded by Gerry and accepted unanimously with one abstention.**

### Chairman's Report

-Henry has received word from the Board of Library Commissioners that the Executive Director is retiring. The new Executive Director will be appointed by the Governor along with the Board of Commissioners.

-Betty, Barbara and Jake will be up for re-election this year.

-February 10, 2017 will be the OCLN Legislative Breakfast at the Turner Library in Randolph. Let Deb know if you are interested in going and she will give you all the details.

## **Library Director's Report**

-Monthly financial and statistical reports-The budget is right where it should be for mid-year. Fines have been going down. Copying and faxing services have skyrocketed due to the closing of the Biz Place. In the near future, an updated printer and scanner/fax machine may need to be purchased. The number of people using the study rooms has been amazing. The new policy for extending the times for the study rooms has worked very well so far.

-Calendar 2016 statistical report-Circulation is still down at the APL and the whole network is down 2-9%. November 2016 saw a decrease in circulation of about 2% and 7% in December 2016. Weather was a factor in December 2016.

-Programming Update-Registration for Story Hours starts this week and Barn Babies this weekend. January 26, 2017 Frank Mendoza will be hosting an Academy Award Trivia Night. He is from the Stoughton area and has been highly recommended. Craft Night will be January 19, 2017. Book discussions are going well. Mike Brophy has been booked to give another geneology talk on Saturday, February 25, 2017. The Abington Reads Calendar will be out in February.

-Friends of the Library-The next Friends Meeting is January 23, 2017.

-OCLN-The OCLN Legislative Breakfast is February 10, 2017.

-Other-One of the topics that came up in the Strategic Planning Survey was that people wanted to borrow digital videos. Hoopla is a new site for digital movies, audio books, music, TV series and comics for Libraries. Sixteen OCLN Libraries now subscribe. The initial cost to the Library is \$1,000.00; then the Library would be billed monthly to cover the cost of the items that are checked out, with the bill averaging \$300-\$400 a month. The service is free to the user. Deb has looked at the site and found it very user friendly. The movies and TV shows are older and there are a lot of classics available. Music has some current content and lots of soundtracks. The audio books are current and all audio books are available immediately. All check outs count toward the APL circulation statistics and patrons have a to be determined checkout maximum per month. Deb would like to try it out. Money from the State Aid Budget would be used to cover the initial cost. The Board also feels that this service is worth trying.

## **Building Issues**

-Study Rooms-Study rooms are very busy. Still need to install white boards.

-HVAC-The new compressors will be installed in the spring.

-Roof-The shingles were repaired last Thursday morning.

-Plumbing Issues-The shut-off to the faucet in the sink in the Men's Bathroom broke last Tuesday. Mr. Gouthro was able to fix it very quickly. He was also able to fix the drain in the sink in Tech Services.

-Electrical Issues-Both lobby lights are working now. The ballasts had to be replaced. Friday, February 17, 2017 the light bulbs over the circulation desk are scheduled to be replaced with LED lights. The lights were last replaced in August of 2013.

-Alarm Issues-The motion detectors have been going off sporadically in the middle of the night. Deb called American Alarm and the service technician replaced one of the motion detectors and cleaned two other detectors. Hopefully this will solve the problem.

## **Current Library Issues**

-Impact of New School Construction-The new school will open in September 2017. Deb is going to set up a meeting with the Superintendent of Schools and the Principal of the Middle School to go over the Library's unattended child policy. Having the new school open will also lend itself to getting another part-time Librarian.

-FY18 Budget-Deb met with the Town Manager and the Financial Team about the FY18 Budget. She should hear back in a few weeks what the Budget will be.

## **Old Business**

-Public Computer Deployment-Thanks to Wayne all the new public computers with Windows 10 have been deployed. The two new staff computers are up and running also. The YA computers are running although there are a few issues that Deb and Wayne are working on.

-Garden Fund-Henry is working on the Garden Fund Fundraiser.

-Security Cameras-Wayne and Deb have been busy with getting the computers done so Wayne will start working on the security cameras soon.

### **New Business**

-Interlibrary Loan Policy Revision-**MOTION to approve the Interlibrary Loan Policy was made by Carrie, seconded by Gerry and accepted unanimously.**

-Wireless Policy Revisions-**MOTION to approve the Wireless Internet Use Policy was made by Carrie, seconded by Mary and accepted unanimously.**

-TAB-Overnight Request-**MOTION to approve the TAB Overnight Request for March 24, 2017 was made by Carrie, seconded by Gerry and accepted unanimously.**

### **Next Meeting:**

**February 13, 2017 at 7:00pm**

**March 13, 2017 at 7:00 pm**

**MOTION to adjourn at 8:46 pm was made by Gerry, seconded by Gail and accepted unanimously.**