

Abington Public Library
Board of Library Trustees

Meeting Minutes January 13, 2020 Called to Order: 7:00pm

Attendees: Henry DiCarlo, Chairman

Betty Henderson, Vice Chairman
Laura Nuttall, Recording Secretary
Gail Bergin
Mary Gillis
Gerry Haas
Carrie Murray
Deborah Grimmett, Library Director

Absent: Barbara McLaughlin
Jake O'Neill

Minutes of the meeting held on November 18, 2019 were reviewed by the Board.

**MOTION to approve the November 18, 2019 minutes was made by Mary,
seconded by Betty and accepted unanimously with two abstentions.**

Chairman's Report

-Town Manager Search Update-The search committee has extended the date to apply for the Town Manager's position. There are candidates that have applied.

-Other-Henry was watching the School Committee Meeting and the subject of ELL students was being discussed. Henry was wondering what the Library can do for ELL children and their families. Deb is going to reach out to Peter Schafer and ask there are any services that the Library can provide. Mango is a language database that the staff is going to demo. Mango has a Portuguese component that would serve the ELL population in Abington. Quincy and Stoughton Libraries have tutors and other ELL resources and Deb has referred some families to them.

-Other-Henry was notified by the Massachusetts Board of Library Commissioners that the first payment of State Aid was on its way. The second payment will be

sent the last quarter of FY2020. Deb confirmed that the payment has been received.

Library Director's Report

-Monthly Financial and Statistical Reports-All the financials are where they should be. Deb will have the statistics for the next meeting.

-Programming Update-Thursday, January 16, 2020 Sean Padriac McCarthy will discuss his book. It is his first book and he is very excited to be at the APL. Thursday, January 28, 2020 Peter Christoph will present Owls of New England. February 15, 2020 there will be a presentation of stories and songs from the Civil Rights Movement called "Ain't Gonna Let Nobody Turn Me 'Round". All of the children's programs and story hours have been well attended so far.

-Friends of the Library-The Friends met this morning. They will be holding a Coffee Hour to try to get some new members. The fundraising has been off so they are going to hold a drawing. Anyone who would like to donate to the drawing can do so by January 21st.

-OCLN Update-One of the iPads in the Children's Room was damaged. Wayne was not sure if he would be able to fix it so Deb purchased a new one. It was able to be fixed so now it is being used by the staff for Mobile Circulation. Mobile Circulation is a new App that OCLN is testing. It allows staff to pull books directly off the shelf without printing a list. It is going well and the staff likes using it. Will Adamcyzk is the head of the Overdrive Committee and he has let Deb know that there will be changes in Overdrive coming. Overdrive has been taken over by the investment company which also owns the RB Digital magazine platform, so there are a lot of questions about how it will now be run.

Building Issues

-Town Energy Efficiency Project-There is going to be a meeting on Tuesday, January 21, 2020 with the Deb, members from Town Hall and the company that was in charge of the Energy Project. A new company has come in and has let Deb

know that there are issues with the computer work that the old company installed. The Children's Room was never connected. Last Monday the boiler was cold when the staff came in. The new company was called and they were able to get the boiler working but they found another problem with the computer system. It was not cycling properly so the boiler was turning off and on constantly. The new company is working to try to pinpoint and fix all of the mistakes the original company made. It is going to be a long process.

-Carpeting-The carpeting project is set to begin Tuesday, February 18, 2020 at 8AM. National Library Movers will start in the Children's Room then work their way around doing one section at a time. They will be removing the books from the bottom shelves, and the library staff will be draping and taping the rest of the shelves to prevent dust and dirt from getting into the remaining books. The carpet installers will be in the building on February 19, 2020. There are serious safety concerns if the building is open to the public so the Library will have to be closed to get the project done. **MOTION to close the Library from February 18-March 3, 2020 for the installation of the new carpet was made by Gerry, seconded by Gail and accepted unanimously.** Deb is going to send a notice of the closure of the Library through the schools and it will be posted at the Town Hall and in the Library. Rockland Public Library is going to take Abington's holds so patrons can still get materials they want. Returns can come back to the APL. The APL staff will be working during the carpet project.

-Emergency Lights and other Electrical Issues-On December 23, the power went out and it was discovered that the emergency lights were not working. They have been fixed. The lights in the lobby now sound like a helicopter so Andy is going to look at them. He is also going to fix the one LED light above the Circulation Desk that is not working before the carpet project begins.

-Alarm Issues-The alarm in the building has been going off intermittently. Deb is going to have the alarm company come in and look at the system after the carpet project is finished.

-Other-Deb will ask Wayne to look into getting a new router. There have been issues with patrons getting on or staying on the Wi-Fi in the Library, Toshiba products especially. This will be done after the carpet project is completed.

Current Library Issues

-LSTA Grant Update-Deb has found a consultant to help her with the grant. She is an Abington resident and is very excited about the project.

-One Book One Community 2020-Abington Reads will be piggybacking with Massasoit College this year. Massasoit is working on getting the illustrator of the book to come speak at the College.

-Staffing Update-Deb has reluctantly accepted Sue's retirement letter. She will be retiring on June 30,2020. Sue has been Deb's go to person for a long time and she will be missed terribly. Deb will be posting her position in the spring. There have been other staffing changes. One of the union part time staff wanted to decrease her hours. The hours that were available were then converted to create another union position which was filled by a non-union part-time staff person. It has all worked out wonderfully and all the hours have been filled and the staff and Deb are happy.

-Technology Update-All the new computers have been installed. East Computing has been helping Deb and Wayne with some Deep Freeze issues and printing problems.

Old Business

-FY21 Budget Submission-Deb and Henry are meeting with the Finance Committee on January 29, 2020. Deb has had to amend the Salary Line of the Budget because of the change of the non-union to union position. **MOTION to amend the Salary Line of the FY21 Budget was made by Carrie, seconded by Mary and accepted unanimously.**

-Community Preservation Act Story Garden Restore and Refresh-Nothing has changed since the last meeting.

-Library Director Job Description-Nothing has changed since the last meeting.

New Business

-Public Printing Charges-The amount of money charged per page for color and black and white copies will be increasing. Deb will put signs up by the printers so patrons know how much it will be. All the money collected goes to the general fund.

-Revolving Fund Articles-**MOTION to approve the Revolving Fund Articles was made by Gail, seconded by Betty and accepted unanimously.**

-Annual Report-Deb is working on the Annual Report and will have it for the next meeting.

-Museum/Attraction Passes-The passes for the Heritage Museum, Gardner Museum and Edward F. Kennedy Museum will be discontinued due to lack of use. The State Parks Passes are very popular and will be renewed and payed for from State Aid.

-AED-The AED has not come yet. Once it gets here the Fire Department will train the staff on how to use it. It was paid for by State Aid.

Next Meeting:

February 10, 2020 7:00pm

March 9, 2020 7:00pm

Motion to adjourn at 8:44pm was made by Gerry, seconded by Carrie and accepted unanimously.