

**Abington Public Library
Board of Library Trustees**

Meeting Minutes

February 13, 2017

Called to Order: 7:03pm

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 Grimmett, Library Director

Minutes for the Board meeting held on January 9, 2017 were reviewed by the board.

MOTION to approve the January 9, 2017 minutes was made by Betty, seconded by Barbara and accepted unanimously with one abstention.

Chairman's Report

-OCLN Legislative Breakfast-Due to snow storm, the OCLN Legislative Breakfast was postponed to this Friday.

-Other-Elaine Nero's sister passed away. Elaine is a former Trustee and a very active member of the Friends.

-Other-Betty, Barbara and Jake are up for re-election this year.

Library Director's Report

-Monthly financial and statistical reports-Finances are right where they should be. A bill from National Grid, that was from last year, was paid from State Aid. Total circulation for 2016 was only down a little. The number of people in the building is increasing but it is not translating into an increase in circulation. The Toddler Time parents do not take out books like they have in years past. Commonwealth Catalog eBooks have had an increase in the number of check outs. We are considering continuing to pay for the

service. Hoopla will be competing with the Commonwealth eBooks and Overdrive so it will be interesting to see the stats for next month.

-Calendar 2016 statistical report-Circulation is still down at the APL. The difference between 2015 and 2016 is about 400 less material circulated. All of the digital material saw an increase in 2016.

-Programming Update-Mike Brophy will be in the Library on February 25, 2017. Book Clubs are going well. Wednesday Toddler Times are full. Story Hours are going well. The TAB overnight does not have enough people signed up yet to run the overnight program. Amy and Sandy will be reminding TAB members to sign up.

-Friends of the Library-The Friends Meeting is next week and they will be getting ready for the Book Sale. They will be accepting book donations on March 28, 2017.

-OCLN-Last week's meeting was cancelled due to the weather.

-Hoopla Digital Platform -Hoopla is a free mobile app that allows the user to download thousands of movies, television shows, music and audio books using their Abington Public Library card. The app is free to users and 5 titles can be borrowed per month. It is available now to all APL card holders.

-MBLC-Library Valentine campaign/MBLC & Boston Bruins PJ Drive-Patrons have been asked to fill out Valentines that will be sent to legislators to raise awareness. The Boston Bruins PJ Drive will run through March 15, 2017. New PJ's will be collected and then sent through the Library delivery system to the MBLC working with Cradles to Crayons and the Boston Bruins for distribution.

Building Issues

-Study Rooms-The Study Rooms are all done. White boards are up and the art has been hung. The Rotary Club is having its meeting in the Copeland Room on February 21, 2017. Deb will show them the Study Rooms so they can see how the money that they donated was spent.

-HVAC-Everything with the HVAC is going ok.

-Roof-There may be a short in one of the heat cables in the north side of the building. It will be taken care of at a later date.

-Circulation Desk Down Light LED conversion-The conversion that was supposed to happen on Friday did not. The LED bulbs that were supposed to be installed do not fit the fixtures that are there. Andy is looking into getting new LED lights and fixtures to put up over the Circulation Desk. The new lights should last 7-8 years.

Current Library Issues

-Impact of New School Construction-The AHS gym will be coming down a few days after graduation. Town Meeting will probably be held earlier this year because of this. The new dismissal times for the Middle and High School have been announced and these times will be good for the Library. Deb plans to set up a meeting with Mr. MacCurtain in March to let him know about the Library Policies. Joyce Harrington has asked if the Community Band could hold two rehearsals in the Copeland Room in June. The consensus of the Board is that it would not be a problem to have the Community Band rehearses in the Library. The noise level would not be much more than some of the programs that are held there.

-FY18 Budget-Deb and Henry will be meeting with the Finance Committee on Wednesday, March 15, 2017 at 7:00 to go over the budget. Deb is going to propose adding the Part-Time Children's Librarian to the budget starting in January 2018. This would help with the anticipated increase in workload with the new school open.

-Other-The town phone system has had problems with dropping calls since it was installed. A new phone system was supposed to be installed last Wednesday but something happened and it did not. Deb is waiting to hear when it will be installed.

-Other-The Town is switching to a new accounting system beginning July 1, 2017. KVS is outdated. The new vouchers that need to be signed will be different.

Old Business

-Public Computer Deployment-The new computers are working well. There have been a few remote issues that have come up. Reviews from patrons have been mixed. Some are happy with the speed of the new computers other are unhappy because Office 2016 is different. PC reservation has worked very well and patrons like the time extension. Deb is going to start tracking how many patrons use the time extension.

-Garden Fund-Late March or early April will be when the Garden Fund Fundraiser will be held.

-Security Cameras- The new security cameras are up and running. The only issue so far has been the icicles from the roof that were blocking the lens of the camera pointing into the parking lot. Deb took the icicles down.

New Business

-Abington Reads 2017-The calendar of event for Abington Reads is available.

-2016 Annual Report-**MOTION to approve the 2016 Annual Report was made by Carrie, seconded by Gerry and accepted unanimously.**

-Articles for Town Meeting-**MOTION to approve the Revolving Fund Articles for the 2017 Annual Town Meeting was made by Jake, seconded by Gail and accepted unanimously.**

-Town Capitol Plan Update-An Article for three HVAC compressors for the Library and one HVAC compressor for the Town Hall have been submitted by the Town Manager's office for the 2017 Annual Town Meeting. Future capitol proposals include resurfacing the Town Hall and Library parking lot, carpeting and a new roof for the Library.

-Summer Reading Software-Last year's summer reading software was not user friendly. Plymouth Rocket has a good program that is similar to the program used in 2014 and 2015. It is \$400-500 to buy the software and if it is well received this year we can renew it for next year. Deb is going to use State Aid to purchase the program.

-Other-The staff is wonderful. Marcie and Ann have been a welcome addition to the APL and are doing a great job.

Next Meeting:

March 13, 2017 at 7:00 pm

April 10, 2017 at 7:00 pm

MOTION to adjourn at 8:54 pm was made by Gerry, seconded by Carrie and accepted unanimously.