

# Abington Public Library Board of Library Trustees

March 9, 2020

Called to Order 7:03pm

Attendees: Henry DiCarlo, Chairman

Betty Henderson, Vice Chairman

Laura Nuttall, Recording Secretary

Gail Bergin

Gerry Haas

Barbara McLaughlin

Carrie Murray

Jake O'Neill

Deborah Grimmett, Library Director

Absent: Mary Gillis

Minutes of the meeting held on February 10, 2020 were reviewed by the Board.

**MOTION to approve the February 10, 2020 minutes was made by Gail, seconded by Barbara and accepted unanimously with one abstention.**

## Chairman's Report

-OCLN Legislative Breakfast-There was a good turnout at the Legislative Breakfast. Alyson Sullivan attended.

-Town Manager Search Update-There are interviews being conducted for the new Town Manager.

-Other-Thank you to the staff, TAB members and everyone else who helped with the carpet project.

## Library Director's Report

-Monthly Financial and Statistical Reports-There are no reports this month because the old Windows 7 computer died. The reports are being switched to a Windows 10 and there are some technical issues happening. Deb did the Stats for the month, but they are in a box on her desk and she could not put her hands on them before the meeting. All the numbers will be ready for the next meeting.

-Programming Update-There are no adult or teen programs scheduled now. Book clubs have been very well attended as well as the Children's Story Hours.

-Friends of the Library-The Friends have committed \$3,500 for Children's programs this year. Donations for the book sale start April 1, 2020. The raffles have been successful.

-OCLN Update-Things are going well at OCLN. Deb will be attending 2 meetings soon, the Bibliographic Services and Circulation Committee meetings. Progress is being made on Overdrive.

-Other-OCLN and Rockland Public Library were very helpful during the carpeting project.

### **Building Issues**

-Carpeting-The project was finished on time, within budget and with no surprises. There are a few edge pieces in the stacks that need to be looked at, the grate in the foyer needs to be fixed and a snag in the boiler room that the carpet company is going to come fix. Both the carpeting company and the movers were very professional, and they worked very hard. The staff also worked very hard putting the Library back together and dusting everything.

-Town Energy Efficiency Project-There are still major problems with the heating and cooling systems. The project manager was in the Library and oversaw some of the programming and it did not go well. The heat and the cooling turned on together and it sounded like a thunderstorm in Deb's office where the hot air and cold air meet in the duct work. The boiler and air conditioning units may also have been compromised. There is also a mechanical problem in the Copeland Room that was not reported by the original contractor that the new contractor found. At least fourteen hours have been spent trying to reprogram all the VAV boxes and fix other problems. The head of the Energy Efficiency Project is now checking in daily with Deb. Deb estimated that 800 more therms of energy have been used this year and dozens of hours have been wasted during this fiasco, and the Library is better off than Town Hall.

-Electrical Wiring of the Hexagonal Study Table-The table is back in its off-center place in the Library but that is going to change in April. Andy is going to put outlets and USB ports under each section of the table and then run the cords under the rug to the outlet. The table will then be centered in the room. It will be modernized and make it easier for patrons to use.

-Miscellaneous Painting-The Story Room needs to be repainted. Deb is going to look for a softer color. Deb's office is going to be repainted. Bob Soper and Carrie Bates will be asked for pricing to do the jobs.

-Kitchen Floor-The tile in the kitchen floor in the staff room is old and cracked and looks terrible with the new carpet. Deb is going to get a quote to get it replaced.

### **Current Library Issues**

-LSTA Grant Update-Deb is working on a survey that needs to be submitted by Friday to the NEDCC. On March 27, 2020 NEDCC will come to the Library to look at the collection.

-ELL Update-The Pronunciator Database was purchased for \$895.00 for the year. The database can be used at home for anyone who has a library card. Still have not found a vendor for books in Portuguese.

### **Old Business**

-FY21 Budget Submission-Nothing new to report on the budget.

-Community Preservation Act Story Garden Restore and Refresh-Nothing new to report on the Story Garden.

-Annual Report-The Annual Report was submitted on time.

-AED Training Update-The AED training went very well. The AED will be hung near the fire extinguisher outside the Ladies Room.

-Soft Seating Reupholstery-Ryan and Doug Murray picked up some of the chairs last Saturday. They look wonderful. More chairs are ready to be picked up and four chairs can be dropped off.

-Other-The wooden chairs have gone to be lacquered. The green chairs have been painted and the blue ones will be done next.

### **New Business**

-Reference Area Refurbishment/Study Rooms-Deb is looking to purchase two more study carrels for the new space in the Reference Area of the Library. She found a company that has study carrels that are wooden and have cloth inside. She is going to keep looking and let us know what she finds. Deb would like to purchase larger white boards for the Study Rooms.

-Kitchen Floor-See Building Issues

-Assistant Librarian for Adult Services Job Description-Deb is reviewing Susan's job description and is going to update it. If anyone on the Board has any suggestions let Deb know. She is going to post the position at the beginning of April.

-Other-Deb is trying to order some hand sanitizer. WB Mason will not be accepting orders until May 8, 2020. Deb is working on getting it from other vendors.

### **Next Meeting:**

**April 13, 2020 7:00pm**

**May 18, 2020 Town Meeting 6:30pm**

**Motion to adjourn at 8:31pm was made by Carrie, seconded by Gerry and accepted unanimously.**