

Abington Public Library
Board of Library Trustees

Meeting Minutes

March 13, 2017

Called to Order: 6:59pm

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 Grimmatt, Library Director

At the start of the meeting a moment of silence was held for the passing of Mary McCarthy, a former member of the staff at the APL and for Gerry Haas' father.

Minutes for the Board meeting held on February 13, 2017 were reviewed by the board. **MOTION to approve the February 13, 2017 minutes was made by Betty, seconded by Barbara and accepted unanimously with one abstention.**

Chairman's Report

-OCLN Legislative Breakfast-The OCLN Breakfast went well. It was at the Randolph Turner Free Library which was just recently renovated and looks very nice. Deb and Henry were able to get a nice picture with Geoff Diehl.

-Rotary Club Meeting-Henry received a thank you note from the Rotary Club. Donors that attended the meeting in Copland Room were able to see the newly renovated study rooms. Gary Minnehan, the Chairman of the Rotary Club, donated a painting to the library that now hangs in one of the study rooms.

-Other-Betty, Barbara and Jake have all returned their nomination papers.

Library Director's Report

-Monthly financial and statistical reports-The Building Maintenance and Repair line of the Budget will be all spent soon. The Book Budget and Salary Budget are fine. Tech Supplies Budget will all be spent soon because of the need to purchase bar codes and library cards. Circulation is still down. This trend is not unique to the APL but it is frustrating. Deb asked the Board if there were any suggestions. One suggestion was to have a written survey made up to find out why parents of toddler and preschool program attendees are not checking books out. Another suggestion was to have a speaker come to the APL and give a talk about the benefits of early reading and its impact on students later in life. Deb is also going to get in touch with North River Collaborative to see what they could do to help promote literacy at the library.

-Programming Update-Toddler Time and Drop-in Story Hours are full. Saturday Story Times have had varied groups of people. Lots of grandparents have been at the Saturday Story Times.

-Friends of the Library-The Friends had a cart sale on the last Saturday of February to get rid of some overflow books. They made over \$100.00. It helped that it was a busy Saturday with the S. S. Writers Club and Mr. Brophy's Genealogy Program going on. The Friends have also made a change to their Everyday Sale Shelf. Newer books (2017) will be priced at \$3.00 and older books (2016) will be \$2.00.

-Recent Gifts-A \$4,000.00 check was received from the Friends. A \$300 check was received from Priscilla Real to purchase materials for Adult Craft Night.

-Overdrive Advantage Update-Overdrive Advantage has a new option that is similar to that of print books. All shared items in Overdrive Advantage at the time of purchase will be available to all other libraries that are part of the collection unless the item is on hold for a patron of the library which purchased the item.

-Hoopla Digital Platform Update -On February 13, 2017 Hoopla went live and had 138 patrons with 188 items in circulation. It cost \$395.73 at the end of February. Now there are 154 patrons with 87 items in circulation. Audio books have been the biggest sellers. The three week check out period is a nice option. So far 18 TV

shows, 63 audio books, 43 movies, and 6 comics have been circulated. People like Hoopla.

-MBLC & Boston Bruins PJ Drive-So far 67 pairs of PJ's have been collected. They will be picked up on Friday.

-Other-Deb has received a request from a lawyer in Maine. He would like the Reference Librarian to do research to see if she could find descendents of four minor children from the 1930's for a Title Search. Deb is going to contact the lawyer and let him know that is beyond the scope of what our Research Librarian is called to do and if he or one of his staff wanted to conduct the research the Research Librarian would be happy to help getting the materials.

Building Issues

-HVAC-Last Thursday there was a power surge that resulted in the HVAC computer losing communication with the controllers. It was determined that the BUS was not communicating with the controllers. Burnell worked for eight hours trying to fix the problem. They found out that a micro SD chip in the BUS had fried. The chip was changed, but another problem arose when it was discovered that the firmware was erased. Burnell was able to re-install the firmware. It is fixed now and a surge protector will be put on the computer to hopefully prevent this from happening again.

-Roof – Heat Cables- The heat cables keep tripping the circuit breakers.

-Circulation Desk Down Light LED conversion-Andy has not found any fixtures that fit the holes in the ceiling. He is still working on getting the lights fixed.

-Fire Sprinkler Internal Inspection-Simplex Grinnell will be conducting an internal inspection of the Fire Sprinkler System. The current certificate expires in May 2017 and needs to be done every five years. A total of \$1,710.00 will be taken out of the Building Repair and Maintenance Budget to get the inspection done.

-Other-The stall in the Men's bathroom had to be closed last Saturday.

-Other-Wayne is giving the remote access code for the cameras to the DPW so they can monitor the parking lot also during snowstorms.

Current Library Issues

-Impact of New School Construction-Nothing new to report.

-FY18 Budget-Deb met with Cindy Whiting of the Finance Committee about the Budget. It is set at \$484,297.00 which is about \$5,000.00 above the MAR. The Budget does not include a new position but it does include a 2% non-Union raise. Deb and Henry are meeting with the Finance Committee on Wednesday.

-Abington Reads 2017-The Eleanor Roosevelt and Swing Fever Programs were very good and well attended. Next week Dr. Gary Hylander will give a lecture on the Doolittle Raid in WWII and on March 27, Mitchell Zuckoff will be at the APL to wrap up Abington Reads 2017.

Old Business

-Garden Fund-Henry is working on finalizing dates for a Garden Fundraiser.

-Town Capital Plan Update-Deb will be following up with the Town Manager about the items in the Capital Plan.

-Commonwealth eBook Collection-continue or end participation-OCNL is discontinuing the Commonwealth eBook Collection. Use at the APL for the Commonwealth eBook Collection has steadily increased and at last check at least 248 items have been circulated through Axis 360. This number may be higher because of the way they collect statistics. Abington's cost to continue would be \$1745.00. Several other libraries in the area are going to continue with the service. The consensus of the Board is to pay for the service for this year out of State Aid, promote the service and see how it goes. With circulation down, now is not the time to be taking services away.

New Business

-Summer Hours-MOTION to approve the Summer Schedule by closing on Saturdays starting June 3, 2017 and reopening on Saturdays starting on September 9, 2017 was made by Carrie, seconded by Barbara and accepted unanimously.

-Summer Museum Pass Survey-Deb is going to be putting out a survey to see what types of passes the public would like available at the APL. Passes for “Boston by Foot” and “Trustees of Reservations” are both quite expensive and Deb would like to know if the public is interested in them before asking the Friends to purchase them. The Friends have told Deb that they would like to buy another 3 Parking Passes for State Beaches. The total cost \$180.00 and this will allow two families to borrow the pass on weekends. Thank you to the Friends.

-Local History Materials Use Policy-MOTION to approve the Use of Local History Materials Policy was made by made by Gerry, seconded by Mary and accepted unanimously.

-Other-Gerry read an article in Sky and Telescope Magazine about local Astronomical Clubs donating money or beginner grade telescopes to libraries. The telescopes could be loaned out just as the Ukulele was. Deb is going to get some information on this and get back to the Board.

Next Meeting:

April 10, 2017 at 7:00 pm

May 8, 2017 at 7:00 pm

May 22, 2017 Town Meeting

MOTION to adjourn at 8:55 pm was made by Carrie, seconded by Gerry and accepted unanimously.