

Abington Public Library
Board of Library Trustees

Meeting Minutes

April 10, 2017

Called to Order: 7:00pm

Attendees: Henry DiCarlo, Chairman
Betty Henderson, Vice Chairman
Gerry Haas
Barbara McLaughlin
Carrie Murray
Jake O'Neill
Deborah Grimmatt, Library Director

Absent: Laura Nuttall, Recording Secretary
Gail Bergin
Mary Gillis

In the absence of Recording Secretary Laura Nuttall, the minutes were taken by Carrie Murray.

Minutes for the Board meeting held on March 13, 2017 were reviewed by the board. **MOTION to approve the March 13, 2017 minutes was made by Gerry, seconded by Barbara and accepted unanimously.**

Chairman's Report

- Town Election will be held at the Abington High School on April 29, 2107.
- Geoff Diehl is exploring the idea of running for the U.S. Senate.

Library Director's Report

-Monthly financial and statistical reports-We are in the last quarter of the fiscal year. The Building Maintenance and Repair line of the Budget is \$7,476.96. The Book Budget and Salary Budget are fine. The town accountant will be writing a general journal entry to cover Bob's salary for this year. The Website Sessions and Website Hits will be filled out by next month. Web Designer Tom Rose suggested that we move the Abington Public Library website to a new host site. We are implementing Google Analytics, which will give us better stats. The stats for the

public computers— by extending user time, we have 14 hours more time usage by it by fewer people in March 2017 as compared to March 2016.

-Programming Update- Chef Liz Barbour is coming on May 25th. The Atlantic Great White Shark Conservancy is coming on Tuesday, June 27th at 7pm.

-Friends of the Library-The Friends are getting an Edaville Railroad pass for up to \$150, which is good for one Adult admission. The book sale is coming up on April 28th and April 29th. The Friends made \$80 on books during the Abington Reads author event. The Friends are working on the final details for an Abington pillow to go along with the afghan. They hope to sell the pillow for \$20 (the cost to the Friends is \$10/pillow).

-Hoopla Digital Platform Update – Hoopla had 174 items in circulation for March, It cost \$338 and that amount feels sustainable.

-Public Records Law – The law changed on January 1st and there is now a new procedure and new timeframe. The town clerk is now the de facto Public Record lead person. If the library gets a request, the library would let LeeAnn know and she would log the request, but each department handles their own requests. There is a timeframe in which the request needs a response, if not done in a timely manner then the town becomes responsible. For library trustees – a reminder not to reply all when emailing. Our emails are public record.

-Other-Deb told us that AXIS 360 bookmarks have been ordered and the library will be doing promotion for AXIS in early May.

Building Issues

-HVAC- Burnell fixed the problem. It cost somewhere between \$1,200 - \$1,600.

-Roof – Heat Cables- The heat cables keep tripping the circuit breakers. The issue was found in the cables over the children's room – they found bare wire. We may have to move the electrical box. We need new cable and are waiting on pricing.

-Circulation Desk Down Light LED conversion-Pioneer Electrical found fixtures that fit the holes in the ceiling. 10 fixtures and bulbs will cost \$4,529.41. 2 days of labor will cost \$1,520. 2 days of lift rental will cost \$300. For a total of over \$6,000. Trustees told Deb to go ahead and pursue this. Deb will ask a few more

questions before the Board votes to approve the work. The job would occur after July 1st – probably late July/early August.

-Fire Sprinkler Internal Inspection-The inspection is done.

-Other- Arrowwood Service for the garden will cost \$35 for regular maintenance.

Current Library Issues

-Impact of New School Construction-Nothing new to report. Looks good – they are waxing the floors and moving in furniture.

-FY18 Budget-Nothing new to report.

-FY18 Capital Plan-Parking Lot – The money for the parking lot under free cash has mostly gone away. A letter is being sent to Rick requesting funds to fix the curbs and the parking lot. HVAC – It is still in the Town budget as far as Deb knows.

-Abington Reads 2017-This was a huge success. The Trustees would like to thank Sue Crowley at the High School – 150 High School students attended. Thank you to Justin at Abington CAM as he was instrumental in publicity. The Trustees would also like to thank the library staff for marketing the book. We will definitely do an Abington Reads 2018.

Old Business

-Garden Fund-Henry talked with the brewery people and is looking at May 12th or May 19th for a Garden Fundraiser. Henry will follow up.

-New Town Telephone System-There has been a telephone training, which Sandy attended.

New Business

-Summer Hours-July 3rd, Monday – Close the library at 5pm. **MOTION to approve the 5pm closing time for Monday, July 3, 2017 was made by Carrie, seconded by Gerry and accepted unanimously.**

-Aldrich Astronomical Society Telescope-Gerry had suggested looking into a telescope at the previous meeting. Deb did the research. Through the Aldrich Adopt a Library Program we will buy a telescope, modify it and they will bring it to the library to train the staff. The Friends voted and gave a check for \$375 for this equipment. We can expect the telescope by late September/early October. We will restrict the loaning of the telescope to Abington residents 18 and older only. There are currently 125 libraries in MA and 108 in NH that have telescopes through this program.

-Patron Privacy Policy-The Trustees reviewed this policy and will discuss it in the next couple of meetings. We have renamed it the Patron Privacy Policy on the Confidentiality of Library Resources.

-Lego Club Update-Sandy wrote a report telling how much she enjoyed working with 41 children during the Lego Club.

-Other-TAB Afterhours program was very successful. The Union Point Impact Statement was shared with the Trustees. Henry mentioned the Strong Museum in Rochester had an interesting program, where the museum loans out books that can be returned to any library within that county.

Next Meeting:

May 8, 2017 at 7:00 pm

May 22, 2017 Town Meeting

June 12, 2017 at 7:00pm

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