

**Abington Public Library**  
**Board of Trustees**

Meeting Minutes

Date: July 18, 2011

Called to Order: 7:00

Attendees:

- ✓ Henry DiCarlo, Chairman
- ✓ Betty Henderson, Vice Chairman
- ✓ Jake O'Neill, Recording Secretary
- ✓ Will Adamczyk
- ✓ Christina McMahon
- ✓ Kathleen Jones
- ✓ Gail Bergin
- ✓ Laura Nuttall
- ✓ Gerry Haas
- ✓ Deb Grimmett, Library Director

Minutes for meeting held on June 13, 2011 were reviewed by the board. **MOTION to accept the June 13<sup>th</sup> minutes was made by Betty, seconded by Gail and accepted unanimously. Christina and Kathy abstained.**

### **Chairman's Report**

- Day Lily sale went well.
- Henry presented a restaurant gift certificate to Isa from the board members on the occasion of her retirement. She sent a thank you note to the board for the gift.
- The board received a thank you letter from Deb for the gift presented to her on behalf of the Trustees for her graduation from Simmons.

### **Library Director's Report**

- Financials – The year end financials are right on target with the receipt of a \$1,400 electric bill. The book line for the year met the State Aid requirements for percentage of total budget.
- Circulation – The month of June was down based on total numbers and up on a per hour basis compared to one year ago. The year-end numbers for 2011 were reviewed and were up based on the 2009 and 2010 numbers.
- Summer Reading – A total of 66 teens registered for summer reading program which is up from 40 last year. In addition, 40 toddlers registered. At the time of the meeting a total of 522.5 hours were read. Program attendance is up, including teen programming.
- Harry Potter night at the library scheduling and planning is almost complete.
- Deb and Rose attended the Rockland Public Library Trustee meeting to discuss benefits of an active Friends group and joint activities for the 300<sup>th</sup> anniversary. A person from Rockland will be contacting the Abington Public Library and FOTL.

### **Building Update**

- The Portico Ceiling work is complete and heat cables have been ordered and the work will be scheduled when the materials arrive.
- Still awaiting part to repair the HVAC system. System is not operating at 100% but the library staff able to modify when the system is running to keep the library cool.

## **Current Library Issues**

- LSTA Teen/Tween Grant Update. The money for this fiscal year was spent very effectively. The report as required by the grant will be prepared for the September meeting.
- The Overdrive Advantage system for E-books at the library will be purchased with \$3,500 available for new books.
- The board discussed a proposal from Deb concerning State Aid expenditures for the upcoming fiscal year to improve library services. The town budget provides a bare minimum of money for staffing and Deb proposed to use State Aid to supplement these hours at a cost of up to \$13,000 of the existing State Aid funds.

**A Motion was made by Will for the expenditure of up to \$13,000 in State Aid to supplement the budget salary and expense line items to supplement library services as determined by the Library Director. It was seconded by Jake and accepted unanimously.**

## **Old Business**

- Town By-Law Review Committee – The committee hasn't met.
- Children's Library Job Search – A total of 51 resumes were received for the position. Based on this, a total of 8 candidates were selected as the top candidates and contacted by Deb. Upon contacting these candidates, 2 had already received job offers and the remaining 6 were interviewed. The top 3 candidates were selected to run a story hour at the Abington Public Library. After this process an offer was made to the top candidate and Deb is awaiting her response and Deb will continue to negotiate the position with her top candidate.

## **New Business**

- Deb received a note and donation in memory of Joyce Lee Bumpus. The note stated that the donation was made only after the town had approved the increase in the library budget which was the correct and intelligent decision. Deb will talk to the library staff and develop a wish list for the funds.
- The trustees discussed using Trust Funds to purchase overdrive books and databases.

**Based on the discussion a MOTION was made by Betty to expend up to \$8,000 from appropriate trust funds for the purchase of electronic books and databases. The motion was seconded by Jake and accepted unanimously.**

**The Next Board Meeting will be held**

**September 12<sup>th</sup> at 7 pm for regular monthly meeting**

**MOTION to Adjourn @ 8:46 p.m. was made by Will, seconded by Kathy and accepted unanimously.**