

Abington Public Library
Board of Library Trustees

Meeting Minutes

July 20, 2020

Called to Order 7:00pm

Attendees: Henry DiCarlo, Chairman

Betty Henderson, Vice Chairman

Laura Nuttall, Recording Secretary

Gail Bergin

Mary Gillis

Gerry Haas

Barbara McLaughlin

Jake O'Neill

Deborah Grimmett, Library Director

Absent: Carrie Murray

The three members of the Board who were re-elected were not able to be sworn in by the Town Clerk prior to the meeting due to her family emergency so those members had to abstain from voting.

Library Director Deb Grimmett conducted the reorganization of the Board.

MOTION to elect Henry DiCarlo as Chairman of the Board of Library Trustees was made by Gerry, seconded by Gail and accepted unanimously with three abstentions.

MOTION to elect Betty Henderson as Vice-Chairman of the Board of Library Trustees was made by Mary, seconded by Laura and accepted unanimously with three abstentions.

MOTION to elect Laura Nuttall as Recording Secretary of the Board of Library Trustees was made by Gail, seconded by Gerry and accepted unanimously with three abstentions.

Committees will stay the same as the prior year.

Minutes of the meeting held on June 8, 2020 were reviewed by the Board.

MOTION to approve the June 8, 2020 minutes was made by Mary, seconded by Gerry and accepted unanimously with three abstentions.

Chairman's Report

- Congratulations to the members of the Board who were re-elected.
- Town meeting went well. All the budgets and articles were approved.
- Henry read a thank you note that he received from Sue.
- The retirement parade for Sue and Barb went well. It was a nice send off for them and their families.

Library Director's Report

- Financial and Selected Statistical Reports-All of the Salary and Supplies Budget have been expended. Sue's sick leave buyback was funded out of the budget. The gas budget line has increased significantly. The book budget also went over. In all, about \$15,000 was given back to the Town in hopes that it will offset any mid-year cuts. The OCLN payment will be paid in full as always because the Town of Abington was able to have a Town Meeting and pass a Budget. A lot of libraries do not have budgets yet so they will be paying OCLN on a payment plan. Digital circulation is up more than 30% from March-June. Hoopla is going to stay at ten borrows per month. Curbside pickup is going well. The number of pickups is slowly increasing and now with having the Library open a few days a week the circulation numbers will continue to increase.
- Friends Update-Deb has been in touch with the Friends via email. They have no plans to meet in the near future. They are planning to have a membership drive in September. The Museum of Science is suspending their pass. None of the other museum passes are going to be renewed as of now.
- Virtual Programming Update-The virtual Hampstead Players had 58 people attend their production. It was a very good program. The virtual Shark program

is on Wednesday and 15 families have registered so far. Story times (virtual) with Amy are going well. They will be ending late in August this year. All the virtual book discussions, crafts and cooking programs are going well and have been regularly attended by patrons.

-OCLN Update-Deb is now the Past President of OCLN. She is still the Chairman of the Personnel Committee and Nominating Committee. OCLN and the MLS delivery service has done a remarkable job during the pandemic restarting delivery to libraries that are closed to the public or have limited operating hours.

Building Issues

-Town Energy Efficiency Project- The new subcontractor has been able to get parts of the system working. Unfortunately, there is still a problem because the compressors are not working so the air conditioners are not working. There may be a mechanical problem with the compressors. Deb is working on getting in touch with the company that installed the compressors. The FY20 Budget for gas has never been so high since they started the project.

-Other-Two lights that are over the Circulation Desk have blown. Andy will have to come in with the lift to fix them.

Current Library Issues

-COVID-19 Hours of Service-The APL will be open to the public 16 hours per week. There is a 30-minute time limit in the building. The week of August 24 the hours will increase with the addition of open hours on Wednesdays. In September evening hours on Monday will be added.

-COVID-19 Library Services-There are 2 computers available to the public that can be used by people that do not need help. The cleaning of public spaces is very time consuming for the staff.

-Staff Training-Comcat training sessions are being held for the staff who need it. Sarah has already done her training. Deb, Heidi and Lynne will be training through OCLN. Lynne is learning all the ins and outs of Sue's duties.

-LSTA Grant Update-The archivist was at the Library and took a look at the collection. She will be in touch with Deb with the next step.

-Other-The CARES account has provided the Library with laptops so all the staff can work in separate spaces and stay socially distant. A cordless phone was ordered but Wayne has yet to be able to get it to work. Hand sanitizer is on order as well as a new water bottle filling station.

Old Business

-FY21 Budget-The Library Budget has been reduced by 4%. The reduction is just above the MAR so there will be no problems with having to get a waiver.

-Community Preservation Act Story Garden Restore and Refresh-Work is scheduled to be done in August. The benches will be taken out and refurbished.

New Business

-Fall/Winter Hours and Services-Preliminary Discussion-The MBLC has stated that all libraries have to be open a minimum of 50 hours per week to be certified. As of right now, the APL will not meet that minimum because Senior Hours and curbside pickup are not being counted as hours the Library is open. Deb has drafted a letter to be sent to the MBLC explaining how the APL is operating and how it is serving the public at this time. **MOTION to authorize Deb to send the letter to the MBLC was made by Gail, seconded by Laura and accepted unanimously with three abstentions.**

-Other-The APL will not be opening on Saturdays until October 3, 2020.

Next Meeting:

August 31, 2020 7:00pm

Motion to adjourn at 8:22pm was made by Gerry, seconded by Gail and accepted unanimously with three abstentions.