

Abington Public Library  
Board of Library Trustees

Meeting Minutes

August 9, 2021

Called to Order 7:09pm

Attendees: Henry DiCarlo, Chair

Betty Henderson, Vice Chair

Laura Nuttall, Recording Secretary

Gail Bergin

Gerry Haas

Barbara McLaughlin

Carrie Murray

Jake O'Neill

Deborah Grimmett, Library Director

Absent: Mary Gillis

Guest: Jill Monti

Minutes of the meeting held on June 7, 2021 were reviewed by the Board.

**MOTION to approve the June 7, 2021 minutes was made by Barbara, seconded by Betty and accepted unanimously.**

### **Chairman's Report**

-The Daylily Sale went well and the Library received \$500 for the Garden Fund.

Thank you to all who helped at the sale or were able to go to the sale.

-The staff breakfast was very much appreciated. Henry read a thank you note to the Trustees from the staff. Thank you to Gail for organizing the breakfast.

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

-Guest-New Library Assistant Jill Monti-Henry introduced Jill Monti, the new Library Assistant to the Board.

-Financial and Statistical Reports-The Book Budget was overspent by about \$6,000 which is good. All the expenses for FY2021 have been spent and some money was turned back to the Town. The FY2022 Budget is in the computer. The Book Budget for FY2022 will have to be adjusted because of the money that was added to the budget because of the settlement of the union contract. The copier lease has increased considerably this year because the contract was just renewed. This will have a significant impact on the Office Equipment Repairs and Maintenance Budget line. There are no statistical reports this month.

-Summer Reading Programming Update-All of the programs have been filled to capacity this summer. Everyone is following the social distancing guidelines and enjoying being back in the Library. There have been no issues or complaints. The Story Hours and Toddler Times are being held in the Copeland Room and they are also filled to capacity and going well. Reading minutes are being counted and the numbers are looking good.

-Friends Update-The Food Truck Book Sales have been going very well. So far there have been three book sales and they have netted \$98, \$120, and \$55. Lots of children's books have been sold at the book sales. The last one is on August 25, 2021. The next Friends meeting is September 20<sup>th</sup> and they are meeting in person. Two members of the Friends passed away in the last few days. Jane Maguire and Judy LoPorto will be missed by the Friends and the entire Abington community.

-Other-The Assistant Town Manager/Town Accountant has given her notice and will be leaving Abington at the end of August.

-Other-The APL has acquired five T-mobile HotSpots. Deb will be getting them out next week. Senator Markey has been trying to help libraries get computers through federal grants but there are lots of restrictions as to income requirements, eligibility and filters on the computers that Deb has decided not to pursue this option right now. The donated laptops are working well, and the HotSpots will work with these computers.

## **Building Issues**

-Roof Planning-The roof is going to be looked at by an engineer. Deb is going to reach out to the Town Manager to see when it is going to happen.

-Copeland Room Lighting-Andy has done some work in the Copeland Room to fix the lighting. Several bulbs were not working, and he discovered that the bulbs he needed are not being made anymore. He will be replacing them with LED bulbs. Deb has purchased an external webcam and wired desktop speakerphone for the Copeland Room. These will be used to allow a hybrid option for remote meetings such as cooking group and book clubs.

-HVAC Schedule Issues-At the end of June, the air conditioning was not on for the Non-fiction Book Club. The issue was that the old computer in the Library stopped talking to the HVAC controllers. It was narrowed down to the scheduling part of the program that was not connecting. Wayne is going to replace the Library computer.

-Water Faucets-Mr. Gouthro is going to replace the old water faucets. The urinal handle in the bathroom is not working properly. Deb is going to look into getting an automatic flushing urinal. Mr. Gouthro is also working on getting an automatic water filling station to replace the bubbler.

## **-Current Library Issues**

-Reception in celebration of the marriage of Children's Librarian Amy Hindle and Eric Metejka-On Wednesday, September 22,2021 the Library will be closing early to hold a public reception for Amy and Eric. More details will be made available in early September. **MOTION to close the Library from 4-6pm on Wednesday, September 22,2021 was made by Carrie, seconded by Jake and accepted unanimously.**

-Library Programs for Fall-COVID-19 Update-The summer programs were very successful and the fall programs are expected to be just as good. The Copeland Room will be closed Monday-Thursday mornings for Story Hours and Toddler

Times. Crafternoons and Lego Club will be in the afternoons in the Copeland Room. Adult Craft and Cooking Club will be on Zoom or hybrid depending upon the level of comfort of the patrons. Pop-fiction Book Club will stay on Zoom and the Mystery Book Club is in person now and will go on Zoom in the winter. The Arts Council will be funding a film program at the APL on September 23, 2021 and the Plymouth County Suicide prevention group has an event scheduled on September 14, 2021 at 6:30 PM with a possible follow-up on October 1 from 9-4. Ted Reinstein will be in the Library for a presentation on November 9, 2021.

-Other-The babysitting classes that was held at the Library was very successful. Over 50 children attended the classes.

-Other-One of the staff members is taking some time off due to the fact that a family member has tested positive for COVID-19.

## **Old Business**

-Attraction Passes-The Boston Children's Museum pass has been extended through September. It is on-line and very easy to manage. Other museum passes have seen an uptick in usage the last few weeks.

-Story Walk-The Story Walk was very successful and is being taken down on Friday or Tuesday depending upon the weather. Another Story Walk will be set up in the fall at Griffin's Dairy.

-Food Truck Parking Sept. 8 through Oct. 27-The Food Trucks will be moving back into the Library parking lot when school starts. The attendance for the Food Trucks is expected to drop off after Labor Day. The Library will deal with parking issues as they come up.

## **New Business**

-Staff Health and Safety Policies-The Staff Health and Safety Committee will be meeting every six months. **MOTION to approve the Storm Closing Policy and the**

**Indoor Temperature Policy was made by Gail, seconded by Barbara and accepted unanimously.**

**-COVID-19 Policy Updates-MOTION to approve the COVID-19 Policy Updates was made by Betty, seconded by Gerry and accepted unanimously.**

**-ARIS-The ARIS report is due at the end of August. Deb is working on it.**

**-Other-Deb has asked the MBLC for a Strategic Plan extension. It has been granted due to the current conditions.**

**Next Meeting:**

**September 13, 2021 at 7:00pm**

**October 18, 2021 at 7:00pm**

**November29, 2021 at 7:00pm**

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