

## Abington Public Library Board of Library Trustees

Meeting Minutes August 31, 2020 Called to Order 7:03pm

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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 Grimmett, Library Director

Minutes of the meeting held on July 20, 2020 were reviewed by the Board.

**MOTION to approve the July 20, 2020 minutes was made by Gerry, seconded by Jake and accepted unanimously with one abstention.**

## Chairman's Report

-The Abington Public Library is doing ok through this Covid Crisis. As of two weeks ago, we were one of twenty libraries in the state that were open to the public.

-In the Abington News there was an article about the bike path that is being put in that runs from the Middle/High School to Beaver Brook School.

## Library Director's Report

- Financial and Selected Statistical Reports-The wrong numbers were dropped into some of the Budget lines, so Deb has been in touch with Town Hall to get that fixed. The finances for this year look good so far. All the statistics for Curbside pickup and when the Library is open are looking good. The digital numbers are starting to level off.

-Virtual Programming Update-All of the virtual programming has gone very well. Attendance has been good and there has been positive feedback. Amy will not be able to visit the schools this year, but she will be recording herself reading books and sending them to the teachers.

-OCLN Update-Normal network operations are still difficult due to the varying open hours and levels of service for each library. Lynne, Heidi and Joanne have been doing training with OCLN.

### **Building Issues**

-Paving-Parking Lot and Gliniewicz Way-Wednesday and Thursday the Library and Town Hall parking lot will get the second coat of paving and Gliniewicz Way will be started. There are now disease resistant Elm trees that may be able to be planted in the areas around the parking lot where the trees were taken down.

-Town Energy Efficiency Project-Controller System and Fans-Things seem to be working now. Last Thursday Deb set the system to shut down. The return air fans failed to turn on, but Deb was able to reset them and they are now working. There may still be one controller that is not working. The project has been paid off.

-HVAC Compressor Electrical Issues-There was a Freon leak in one of the compressors that has been fixed. About seventy pounds of Freon was added so it was a significant leak. There is some money in an Article that may cover the cost of fixing the compressor.

-Other-There were a few places around the Library where the carpet buckled. Capital Carpet came out and spent about four hours fixing all the places where the carpet needed to be fixed on Thursday. Deb is very pleased at the service the Library has received from the company.

-Other-Two lights over the Circulation Desk have blown. Andy is going to come and fix them and look at the hex table in the back.

-Other-Deb is hoping to get the small chairs for the Children's Room back from the painter soon.

-Other-The doors in the Library have been open all summer to help with air circulation but it has also let mice into the building.

### **Current Library Issues**

-COVID-19 Service Update-Currently there are two computers available to the public. Wednesday hours have been added and Monday hours will be added at the end of September or early October. Once school is underway, Deb would like to use two of the study tables in the back by appointment only for students to come in and use. There was an incident in the copy room which required the staff to close the copy room to the public for the day. Staff was able to make copies for patrons.

-LSTA Grant Update-Deb is awaiting the report from the conservator. Once Deb gets all the information, she will submit the final report which is due in September. **MOTION to authorize Deb to submit the LSTA report based on the information from the conservator was made by Jake, seconded by Gail and accepted unanimously.**

### **Old Business**

-FY21 Budget-The budget is moving in the right direction. Right now, general aid is up so we should get our State Aid.

-Community Preservation Act Story Garden Restore and Refresh-The tops of the benches have been removed to be refurbished. The project will continue into the fall.

-Fall/Winter Hours-Discussion and Vote-**MOTION to approve the Hours of Service Fall 2020/Winter 2021 schedule including the reopening of the Library on Saturdays from October 17-May 8 was made by Barbara, seconded by Mary and accepted unanimously.**

-Fall/Winter Services- Deb is in the process of getting a new wireless router and putting up chairs under the portico so people can work outside if they choose to. There will be no in-person programs yet.

## **New Business**

-Fall Town Meeting-The Fall Town Meeting will be October 19, 2020 at Abington Middle/High School. The Library does not have any Articles for consideration at the meeting.

-Overdrive School Library Connect-There is a new program called SORA for Middle and High school students where they can use their school ID to borrow material through OCLN. Abington is participating in this program. English Language Learners can also get BPL cards to borrow materials in their native language.

-Decertified Libraries-No Service Letter-The Kingston Public Library is having financial troubles. Their budget has been cut 28%. Staff has been laid off, the Library Director retired and there is still no approved budget for the town. Deb has suggested to the Trustees that they get letters from the surrounding towns letting the Town Officials and patrons know that they will be denied service at other libraries if the Kingston Public Library is decertified. Deb has drafted a letter to be sent to Kingston if they ask for it.

-Substitutes-Deb is going to advertise for a few more substitute Librarians. There is a hiring freeze right now but Deb has spoken with the Town Manager and has been given the ok to hire the substitutes since they will not receive benefits from the Town and they will not be working regular hours.

## **Next Meeting:**

**October 5, 2020 7:00pm**

**October 19, 2020 Town Meeting**

**Motion to adjourn at 8:45pm was made by Gerry, seconded by Carrie and accepted unanimously.**