

**Abington Public Library  
Board of Library Trustees**

Meeting Minutes

September 11, 2023

Called to Order 7:00 pm

**Attendees:** Henry DiCarlo, Chair

Gail Bergin, Vice Chair

Carrie Murray, Secretary

Laura Brink

Sue Crowley

Gerry Haas

Mary Gillis

Barbara McLaughlin

Jake O'Neill

Deborah Grimmett, Library Director

**Minutes of the Previous Meeting**

- Minutes of the meeting held on July 17, 2023 were reviewed by the Board.  
**MOTION to approve the July 17, 2023 minutes was made by Gail, seconded by Gerry, and accepted unanimously with Carrie, Barbara and Mary abstaining.**

**Chairman's Report**

- Fall Special Town Meeting – Saturday October 14, 2023 at 9am focusing on Fire and DPW Debt Exclusion and the rezoning of the old Navy base in South Weymouth. Special election will follow.

**Library Director's Report**

- Monthly Financial and Statistical Reports: We are doing fine and are where we should be. The big professional and technical lines are our big numbers currently. The year-end statistics are up over fiscal 2022 and digital is also up. We are doing well with the children's programs. The total circulation number is very high, which is great.
- Staffing Update: we have hired 1 new library assistant. Colleen Phelps started mid-August. We are still looking for one more library assistant.
- Friends Update: They will meet again September 25<sup>th</sup>. Their summer raffle went very well, earning around \$500.

- Programming Update: Programming is ramping up. Toddler time very popular. Play groups and other programs are doing well. Adult programming – book clubs and others are starting back up.
- ARIS (Annual Report Information Survey) information: It is complete.
- State Aid and Financial Form Timeline: The financial form and compliance form are due October 6<sup>th</sup> and almost done.
- The FY'25 budget will be due the end of October.
- Library staff will participate in Seone's scarecrow contest.
- The Historical Commission has been meeting and are applying for a CPA grant to hire someone to go through their bookcases in the Wales Room.

### **Building Issues**

- Boiler: Our boiler is out to bid through Commbuys. Bid opening is September 20<sup>th</sup>.
- Boiler Emergency Switch Update: Wayne has been working on it and it should be installed soon.
- AC Update: It's in much better shape than it was. The pump has been working.
- Plumbing Issues: We have the usual inconveniences.
- No Telephone Service on 9/21: The power will be cut at the Town Hall and the generator will be installed at the Town Hall.

### **Current Library Issues**

- LSTA Grant: We received the signed contract today for \$15,000. Programming will begin October 1<sup>st</sup> Programs include: "Ask a Muslim Anything", October 19<sup>th</sup> at 7pm and the Banned Book Club on Tuesday October 24<sup>th</sup>, "Sold" by Patricia McCormick.
- Summer Reading Program / Story Walk Wrap-Up: Summer reading went well, the adult participation was amazing. We have received great feedback from the Story Walk and it was thoroughly enjoyed by many.
- Town Wage and Classification Study: The process is continuing, and next steps are being determined. Deb will report back to the Trustees in October.

### **Old Business**

- Website Refresh: It work has started and we are working through the first pass of a new homepage. The company, PiperWebs is very responsive.
- New Public and Staff Computers: There are 6 brand new computers on the library floor. 3 new monitors as well. The computers are working well. The patrons are very happy. 2 more stations need to be finished. Deb's new laptop is working very well.
- Geocaching App Participation – UMASS: We are waiting to hear back from the UMASS professor.

### **New Business**

- Holiday Hours: We will close at 5pm on October 31<sup>st</sup>.  
We will be closed the following days: Friday, 12/22, Saturday 12/23, Monday 12/25, Sunday 12/31 floating ½ holiday for staff (floating ½ day to be taken between 12/1/23 and 1/31/24).  
Open the following days: Friday 12/29 we will be open 12:30 – 5:00pm.  
Saturday 12/30 open regular hours 10:00am – 5:00pm

**MOTION to approve the holiday schedule as presented was made by Jake and seconded by Laura and accepted unanimously.**

- Museum Pass Lending Parameters: We now have passes for Edward Kennedy Center and JFK Library and will be open to all. We may look into getting passes for Aquarium, Boston Harbor Islands, Mass State Parks and USS Constitution Museum.
- ELL summer program – Henry suggested that the library start looking into having a program by next summer.

**Next Meeting: October 16, 2023 at 7pm and November 13, 2023 at 7pm and January 8, 2024 at 7pm.**

**Motion to adjourn at 8:28 pm was made by Carrie, seconded by Gerry and accepted unanimously.**