

**Abington Public Library
Board of Library Trustees**

Meeting Minutes

September 12, 2022

Called to Order 7:01pm

Attendees: Henry DiCarlo, Chair

Carrie Murray, Recording Secretary

Betty Henderson, Vice Chair

Gail Bergin

Laura Brink

Mary Gillis

Gerry Haas

Barbara McLaughlin

Jake O'Neill

Deborah Grimmett, Library Director

New Staff Member

- Lisa Scott is the newest staff member – welcome

Minutes of the Previous Meeting

- Minutes of the meeting held on July 25, 2022 were reviewed by the Board.
MOTION to approve the July 25, 2022 minutes was made by Barbara, seconded by Gail, and accepted unanimously, with Betty abstaining.

Chairman's Report

- We are now open on Saturdays
- Things are going well

Library Director's Report

- Monthly Financial and Statistical Reports: Financial Report is up to date. We are in good shape. We have to split up gas/heat/electricity line items moving forward. Statistical Report is also available.
- Staff Update: Welcome Lisa Scott to the staff. With Sarah Roberts' departure, we are looking to fill the reference library position. Amy will be going on family leave late December and return part time in May and full time in June.

- Friends Update: Book sale / bake sale is October 22, 2022 10am to 1pm. There will be a holiday raffle.
- OCLN Update: Members council meeting is in late September. All is well. They are moving away from Overdrive to the Libby app.
- Program Update: Adult programs – Nicole Asland is speaking 9/22/22 at 7pm. A Cooking program is being held on 10/13/22. A Podcast called All Rise is scheduled for 11/9/22 perhaps as a Zoom.
 - The Copeland Room is being well used by many groups.
 - Adding Grade 2 class visits and Abington kids play groups – ages 3-5.
 - TAB Overnight was amazing and kids had a great time.
 - Book clubs are doing well.
- Other: Library Facebook page needs to be administered by a person or the account will be ended. We have solved the problem.

Building Issues

- Roof Planning: The roof should begin October 1st, but the roofing company needs to submit materials list to engineer. Start date to be determined. Library may need to close periodically during the project.

Current Library Issues

- Summer Reading Program Wrap Up: Read Beyond the Beaten Path was a huge success! 1,201.06 hours of reading was done by 115 readers.
 - Teen Overnight a huge success, food, friends and fun.
- Story Walk – going well and it will be taken down late September.
- FY23 Budget: It is good.

Old Business

- Strategic Plan & Mission Statement: The Trustees reviewed the packet. Made some minor recommendations. The document looks great.

MOTION to approve the Strategic Plan & Mission Statement was made by Mary, seconded by Gerry, and accepted unanimously.

- Donor Wall Update: Has been completed. It came out well.
- Circulation Job Description: Reviewed description and made minor recommendations.

MOTION to approve the Circulation job description was made by Gail, seconded by Laura and accepted unanimously.

- Request for Reconsideration Form: The Trustees reviewed the form.
MOTION to approve the Request for Reconsideration form was made by Jake, seconded by Betty and accepted unanimously.
- Website Status: We will review at October meeting.

New Business

- Holiday Hours: We will close at 5pm on Monday 10/31/22.
MOTION to approve to close at 5pm on Monday 10/31/22 was made by Carrie, seconded by Gerry and accepted unanimously.
- Other dates that we will be closed: The day before Thanksgiving at 1pm and on Thanksgiving Day. December 23rd, 24th and 25th and Monday December 26, 2022 the library will be closed. Saturday, December 31, 2022 and Monday 1/2/2023 we will also be closed.
MOTION to approve the closing of the library on 12/23/22 and 12/31/22 was made by Laura, seconded by Barbara and accepted unanimously.
- FY24 Budget Cycle: The Capital Improvement plan is being worked on, which will include a building improvement (HVAC) plan. Financial review will be done at the end of the year.
- Fall and Spring Annual Town Meeting Information: A Town Meeting will be Monday April 23, 2023.
- The Library's 25th Anniversary Plan: This is coming up in January 2023. We could have a coffee house theme – set up in the back of the library by the windows. Looking at Sunday, February 5, 2023. Another event could be late March and have a children specific event in the summer.
- Sidewalk – Bricks: The bricks outside are getting unstable, maybe we could turn bricks into a patio by the statue or a wall. Could sell for fundraising.

Next Meetings: October 17, 2022 at 7:00pm, November 21, 2022, January 9, 2023

Motion to adjourn at 8:52pm was made by Carrie, seconded by Gerry and accepted unanimously.