

Abington Public Library
Board of Library Trustees

Meeting Minutes

October 7, 2019

Called to Order: 7:00pm

Attendees: Henry DiCarlo, Chairman

Betty Henderson, Vice Chairman

Carrie Murray, (Acting) Recording Secretary

Gerry Haas

Barbara McLaughlin

Mary Gillis

Deborah Grimmatt, Library Director

Absent: Gail Bergin

Laura Nuttall

Jake O'Neill

A moment of silence was held in honor of the Zaccardi family.

Minutes of the meeting held on September 9, 2019 were reviewed by the Board.

MOTION to approve the September 9, 2019 minutes was made by Betty, seconded by Gerry and accepted unanimously with one abstention.

Chairman's Report

-Town Manager Search Update - Henry updated the board that Russ Fuller from the Finance Committee has joined the search committee. They have had their first meeting.

-Donation in Memory of Joan Donovan – The library has received \$10,000 which will go into the gift account. We will work on getting a plaque on our donation wall.

-Other-Henry read a thank you note that was received from the Canton Historical Society in honor of Susan O'Neill (Jake's mother).

Library Director's Report

-Monthly/Financial and Statistical Reports-Financials are in good shape. The HVAC project is projected to run \$2,500-\$2,800. The statistical reports show that it was a great September – a large boost from last year. The study rooms continue to be very popular. Very happy with the statistics.

-Programming Update-Adult programs are doing well. Gary Hylander was well received last month. The crafts and cooking programs are doing well. The non-fiction club is popular and the pop fiction club had 9 attendees last month. TAB is well attended and Barn Babies has been requested by the teens. Kids drop in toddler time had 54 attendees last week and all the children's programs are very popular.

-Friends of the Library-The Friends will meet again in a few weeks. The White Christmas event is already full. The electronic newsletter has been well received.

-OCLN Update-All is going along well. A big publishing firm has placed an embargo on Overdrive lending. They will sell only 1 copy to a library and 1 to the network during the first 8 weeks after a book has been published. After 8 weeks then another copy may be purchased. The publisher claims that the libraries are impacting their sales. Deb and other library directors are advocating that this not happen. Deb will keep us posted.

Building Issues

-Town Energy Efficiency Project-The work is done. We have received a deficiency report which shows that 3 actuators need to be replaced (\$2,500 - \$2,800 total). Deb asked the Town Manager to sign off to have them replaced which will make the system more efficient.

-Carpeting-Deb has received 2 quotes from carpeting companies and is waiting for one more quote. She has also received quotes from movers that will move the stacks and hexagonal table. It has been determined that this job is affordable and will be covered by the articles. We are looking at a possible December/January

project. The major impact it may have will be on the use of the Copeland Room. Deb is looking to see if there are options of groups using the meeting room at the Police Station during this project.

Current Library Issues

-LSTA Grant Update-We have received the grant. We are waiting on the receipt of the money. Deb will find out if we can get the Preservation person in soon.

-State Aid Report Update-The board reviewed the FY2020 Financial Report. The total non-appropriated income is \$38,941 (State Aid, Gifts, Friends donations etc). The TAMI (Total Appropriated Municipal Income) projected for 2020 is \$521,035. We did well on material expenditures this year. We spent over \$90,000 on total materials for compliance. For Programming expenditures \$13,977 was spent (none came from the town budget – it all came from State Aid or gift money).

Old Business

-Community Preservation Act Story Garden Restore and Refresh-This project has not started yet – it may get pushed back to spring.

-FY19 State Aid Expenditures-The report is balanced. Total of \$24,944.42 was spent in FY19. We have \$45,237.71 available for FY20.

New Business

-FY19 Gift Account Expenditures-This gift account has been used on Teen Pizza, Children Programs (some of the money has also come from the Friends). The current balance is \$31,694.59. The \$10,000 Joan Donovan donation will also go into the gift account.

-Library Director Job Description- the Personnel Subcommittee (Gail, Barbara and Betty) met with Deb and they reviewed it on September 30, 2019 at 6:30. Thank you to the subcommittee. The description has been updated and will be passed along to the Town.

-Preliminary FY21 Budget Discussion-The budget is due to the Town on November 8th. It includes staffing, union information and the purchasing of materials. Deb

will request a 2% non-union raise and a 5-6% raise for the Library Director's position.

-FY20 State Aid Budget-this was reviewed by the Board. More money from the state level is likely.

Next Meeting:

November 18, 2019 7:00pm

Motion to adjourn at 8:06pm was made by Carrie, seconded by Gerry and accepted unanimously.