

Abington Public Library
Board of Library Trustees

Meeting Minutes October 16, 2017 Called to Order: 6:57pm

Attendees: Henry DiCarlo, Chairman

Betty Henderson, Vice Chairman

Laura Nuttall, Recording Secretary

Mary Gillis

Gerry Haas

Barbara McLaughlin

Carrie Murray

Jake O'Neill

Deborah Grimmitt, Library Director

Absent: Gail Bergin

Minutes for the Board meeting held on September 11, 2017 were reviewed by the board. **MOTION to approve the September 11, 2017 minutes was made by Betty, seconded by Gerry and accepted unanimously with one abstention.**

Chairman's Report

-The "Not So Scary Woods" event was not as well attended as previous years.

Library Director's Report

-Monthly financial and statistical reports-Deb accidentally printed the financial report for July. We will look at October's finances at the next meeting.

Circulation numbers are still down. Hoopla had 178 check outs which cost about \$300.00. Having a limit of 5 check outs per month is very cost effective. Audio books are the most checked out material on Hoopla because of the three week loan time.

-Programming Update-Monday and Wednesday Toddler Times and Story Hours are going well. Bedtime Story Hour still has a smaller crowd than usual. Kathy Teahan's program on the Chocolate Chip Cookie had about 36 patrons attend. The sign up for Kate Clifford Larson is going on now. She will be speaking on

November 8th. A new adult program called the APL Test Kitchen will debut Tuesday, December 5. Adult Book Clubs have had steady attendance. The Abington Reads Book of 2018 will be “Murder on the Orient Express”.

-Friends of the Library-The Friends will hold their next meeting on Monday morning. They will be selling Abington Pillows. The Friends are also working on getting a caterer for the 20th Anniversary Celebration.

-State Aid Report for MBLC-The State Aid Report is done and was sent in a week before it was due. The Municipal Appropriation Requirement was met this year.

-Other-The Old Colony Library Network along with the SAILS and Minuteman Networks are going to be involved in an intra-network Overdrive sharing pilot for the next three months. This means that if an item in OCLN is checked out but is available in the SAILS or Minuteman Network then it can be downloaded. This will greatly increase the borrowing power of our patrons.

Building Issues

-HVAC-Compressors-The new compressors will go out for bid in January and be installed in May. Three compressors will be for the Library and one for Town Hall.

-HVAC-Heat Pumps-One of the heat pumps has been taken out to be fixed. It should be done soon.

-Roof – Heat Cables- The heat cables have been fixed.

-Curbing-Town Hall is still considering what needs to be done to fix the curb stones in the Town Hall and Library parking lots.

-Other-The Town of Abington is trying to get its “Green Designation” so an inspection of all town buildings will begin tomorrow.

-Other-Deb is going to purchase four more rolling tables.

Current Library Issues

-Impact of New School Construction-The Library now has a large number of students (40-50) who come after school to do work and are very well behaved.

Recently a group of 20 or so 7Th graders have been coming in and being disruptive. The school resource officer, the Vice-Principal of the Middle School, and even the Abington Police had to come into the Library to speak to these students about their behavior. Officer Lynch will be walking through the Library a few days a week after school for the next few weeks.

-20th Anniversary Celebration-The Friends are working on the caterer for the 20th Anniversary Celebration. Deb has been playing telephone tag with the band to confirm the dates. Invitations will be going out next month.

Old Business

-State Aid Budget-Deb is working on the State Aid Budget.

New Business

-Policy Index-Deb has made a list of all of the Abington Public Library Policies, the date they were voted on and if they are on the website.

-Preliminary FY19 Budget Discussion-A level service budget is due to the Town Accountant on November 3, 2017. A requested budget can also be submitted. In the requested budget, Deb is going to ask for a new Teen/Children's Librarian. Internal budget meetings will be held in November. A preliminary budget will be prepared by December 15, 2017 and the final budget is to be set and given to the Finance Committee by January 15, 2018.

-FY19 Action Plan Update Discussion-The Action Plan Update is due December 1st. Deb is working on it and will have it ready for the November meeting.

-Study Room Policy-**MOTION to approve the Study Room Policy was made by Gerry, seconded by Carrie and accepted unanimously.**

-Code of Conduct-**MOTION to approve the Code of Conduct was made by Gerry, seconded by Mary and accepted unanimously.**

-Donation-Deb was contacted by a gentleman who had something belonging to Burton Wales that he would like to donate to the Library. She is waiting to hear back from him.

-Other-There is information on the Town website about the new electricity rates. Staff can direct patrons to the website for information about the program.

-Other-The new telescope for the Library will be unveiled on Thursday, November 30, 2017.

Next Meeting:

November 13, 2017 at 7:00pm

January 8, 2018 at 7:00pm in the Abington High School Library

MOTION to adjourn at 8:41 pm was made by Carrie, seconded by Gerry and accepted unanimously.