

**Abington Public Library  
Board of Library Trustees**

Meeting Minutes

October 16, 2023

Called to Order 7:00 pm

**Attendees:** Henry DiCarlo, Chair

Gail Bergin, Vice Chair

Carrie Murray, Secretary

Laura Brink

Sue Crowley

Gerry Haas

Deborah Grimmatt, Library Director

**Absent:** Mary Gillis

Barbara McLaughlin

Jake O'Neill

**Minutes of the Previous Meeting**

- Minutes of the meeting held on September 11, 2023 were reviewed by the Board. **MOTION to approve the September 11, 2023 minutes was made by Gerry, seconded by Sue, and accepted unanimously.**

**Chairman's Report**

- Fall Special Town Meeting: Was held on Saturday October 14, 2023 and all the articles were approved. Articles included, an Opioid Trust, the zoning at Navy base and the Fire Station were all discussed. Special election will be held for the Fire Station.

**Library Director's Report**

- Monthly Financial and Statistical Reports: We reviewed the budget and things are good. Computer maintenance budget will be used up again soon. The September statistics are up over last year, digital and Hoopla are both up. Fewer people are using Kanopy this month. A lot of book deliveries this month.
- Yearly Trust Fund Update: We have not used the Trust Funds recently. We will look at it more this year.
- Friends Update: The book sale is October 28<sup>th</sup>, they still need more books to sell.

- Programming Update: November 18<sup>th</sup> – a concert will be held covering historical protest songs. The first meeting of the banned book club is next Tuesday and monthly going forward (twice in January). Kids and Teen Programs are going well.
- State Aid and Financial Form: The State Aid form is complete and been turned in. We spent over \$112,000 on materials for the library.
- Stop the Bleed / Narcan Training: Board of Health received a grant. Most of the staff have been trained. We will also schedule another AED training.
- We are doing online staff training focusing on homelessness.

### **Building Issues**

- Boiler Update: The boiler bid has been awarded to Araujo Brothers. The pre-construction meeting is October 24<sup>th</sup>. Work will start soon after that.
- Boiler Emergency Switch Update: The switch is being worked on and almost complete.
- AC Update: We will be keeping it and working with what we have.
- Automatic Door Opener Issues: It consistently malfunctions. We need to replace it at some point. We would like to do it next spring. We may need to review the door situation and see if the doors need to be replaced.
- Verizon Line Issues: The fax line is on the Verizon line, which carries the alarm signal. It is working now.

### **Current Library Issues**

- Civic Hub LSTA Grant: 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.
- Town Wage and Classification Study: No new updates. Department Head meeting is on Wednesday.
- Website Refresh: Reviewed the website. PiperWebs is building the website and we are adding the content. Bigger buttons for quick links. Menu content is being added. It will be optimized for phones as well.

### **Old Business**

- New Public and Staff Computers: The computers are up and on the library floor. The bar code scanner is also up and running. The reservation station computer has been updated.
- Museum Pass Lending Update: We are allowing non-residents to borrow the passes.

### **New Business**

- Social Media Backup Storage: The state is requiring municipalities to backup their social media accounts. The Town is looking at companies to back up social media, including our Facebook page.
- FY2025 Budget Preliminary Discussion: We will be asked for level services. We will try to increase the Reference Librarian hours in next year's budget.
- Mobile Hotspot Policy Update: We have 5 of them and they are popular. We reviewed and updated the policy.

**MOTION to approve the Mobile Hotspot Policy as presented was made by Gail and seconded by Laura and accepted unanimously.**

- Code of Conduct Update: The policy was reviewed and updated.

**MOTION to approve the Code of Conduct Policy as presented was made by Gerry and seconded by Carrie and accepted unanimously.**

- Borrowing and Fine Policy Update: The policy was reviewed and updated.

**MOTION to approve the Borrowing Policy as presented was made by Sue and seconded by Laura and accepted unanimously.**

- We received a gift of a bird house for our Story Garden.
- Happy Birthday to Gerry!!

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

**Motion to adjourn at 8:34pm was made by Gerry, seconded by Carrie and accepted unanimously.**