

Abington Public Library
Board of Library Trustees

Meeting Minutes

October 18, 2021

Called to Order 7:03pm

Attendees: Henry DiCarlo, Chair

Betty Henderson, Vice Chair

Laura Nuttall, Recording Secretary

Gail Bergin

Mary Gillis

Gerry Haas

Barbara McLaughlin

Carrie Murray

Jake O'Neill

Deborah Grimmett, Library Director

Minutes of the meeting held on September 13, 2021 were reviewed by the Board.

MOTION to approve the September 13, 2021 minutes was made by Barbara, seconded by Mary and accepted unanimously.

Chairman's Report

-The new Police Chief, David Del Papa was sworn in at a ceremony at the Senior Center last week.

-Henry and Deb had a consultation with an electrician about moving the computer carrel to the center of the Library.

-Good vibes from everyone who has been on the Story Walk.

-Henry read a thank you note from Amy and Eric.

Library Director's Report

-Financial and Statistical Reports-All of the budget lines are looking good. The stats for September also look good.

-Staff Update-One of the Staff members asked to have her hours reduced. Deb has been able to adjust everyone's hours so that all the shifts are covered. Everyone seems happy with their new schedules.

-Friends Update-October 30, 2021 from 10:00-1:00 will be the Book and Bake Sale at the Library.

-OCLN Update-All is good. There is a hybrid Member's Council meeting Thursday to discuss sending lost book final notices and to try to recover overdue and lost items. Items will have to be paid for or cards will be blocked. Deb is in favor of the idea. Blocking has been suspended due to the pandemic.

Building Issues

-Roof Planning-All of the scanned building plans have been returned.

-Roof Issues-There was a small leak in the Children's Room. Moberg will fix it.

-HVAC Issues-A water pipe leading to the boiler and the valve have been having an issue. Then one of the pumps broke and soaked the hallway between Tech Services and the Staff Room. A new pump has been ordered but it could take six months for it to come in. The boiler is working for now and it passed inspection.

-Tech Services emergency carpet cleaning-Stephco Cleaning and Restoration came out and dried and cleaned the carpet between Tech Services and the Staff Room that got wet when the boiler leaked. They did a great job.

-Public and OCLN Staff Wi-Fi-A LSTA grant ten years ago helped put in the Wi-Fi in the Library. Both the Public and Staff Wi-Fi need to be upgraded. Deb is getting quotes to purchase new equipment for new Staff Wi-Fi. Deb has also talked to Wayne about getting a new router to beef up the Public Wi-Fi.

-Current Library Issues

-Library Programs for Fall-Dr. Gary Hylander has been booked to give talks in November, February, and March. Ted Reinstein will be at the Library on November 9, 2021. Kid's programs are going well. The 3 1/2- to 5-year-old Story Hour is the only program that has not been very well attended. The 5th grade classes from the Middle School have been coming on Fridays and it has worked out very well. Amy has also been visiting the Pre-K and K classrooms once a month.

-Fall Story Walk-Lois Ehlert's book "Red Leaf, Yellow Leaf" will be the story walk book at Griffins Dairy. The weather has been so nice so Deb may keep it up past Halloween.

-FY23 Budget-The FY23 Budget is due on October 29. Deb will be meeting with the Financial Team in late November.

Old Business

-Hotspots-Deb is still working on packaging them up and getting them out to the public.

-Yearbook Digitization-Sarah and Liz brought all the yearbooks to the Boston Public Library to be digitized. There is an 8–10-week turnaround time.

-COVID-19 Policy Review-Study Rooms-**MOTION to approve the Study Room Policy with COVID-19 Updates was made by Gerry, seconded by Gail and accepted unanimously.** Health Director Marty Golightly is comfortable with the Policy.

New Business

-State Aid Application and Compliance Form-Deb has finished it and will email a copy to anyone who wants one.

-FY21 State Aid Expenditures-Only \$8,887.13 was paid out last year due to COVID.

-FY21 Trust Fund Expenditures-\$125.68 was used to buy flowers.

-Logo and Branding Discussion-The website is ten years old and Deb would like to update it along with adding a new logo. Deb and Sandy have talked with Keith Conforti who designed the logo for the new Weymouth Library. The logo can be used on fliers, letterhead, digital and print media, Story Walks and will hopefully attract new patrons. State Aid money can be used to cover the costs of both the logo and website update.

-Borrowing/Fine Policy Update-**MOTION to approve the changes to the Borrowing and Fines Policies was made by Mary, seconded by Betty and accepted unanimously.**

-Veteran's Info Table November 3-Adam Gunn, the Veteran's Agent, is holding a Luncheon at the Senior Center on November 3. Deb and Lynne will share information about the Library at a table.

Next Meeting:

November 29,2021 at 7:00pm

Motion to adjourn at 8:05 pm was made by Carrie, seconded by Gerry and accepted unanimously.