

Abington Public Library

Meeting Minutes

November 14, 2016

Called to Order: 6:58pm

Attendees: Henry DiCarlo, Chairman

Betty Henderson, Vice Chairman

Laura Nuttall, Recording Secretary

Mary Gillis

Gerry Haas

Barbara McLaughlin

Carrie Murray

Jake O'Neill

Deborah Grimmett, Library Director

Absent: Gail Bergin

Guest: Marcie Walsh-O'Connor the new Reference Librarian was introduced to the Board. Welcome Marcie!

Minutes for the Board meeting held on October 17, 2016 were reviewed by the board. **MOTION to approve the October 17, 2016 minutes was made by Betty, seconded by Gerry and accepted unanimously with one abstention.**

Minutes for the Personnel Subcommittee meeting held on October 17, 2016 were viewed by the board. **MOTION to approve the October 17, 2016 minutes was made by Barbara, seconded by Betty and accepted unanimously.**

Chairman's Report

-Thanks to Betty for running the last meeting.

-The State Board of Library Commissioners sent a letter on November 9 stating that the Strategic Plan for 2017-2022 meets all the requirements. Thanks to all who helped in the creation of the Strategic Plan.

Library Director's Report

-Monthly financial and statistical reports-The Tech Supplies Budget has been used to buy Library Cards and Key Tag Cards. All the budgets are on track.

Circulation is still down here and across the state. The number of people using Zinio is up. The number of people in the Library was off this fall.

-Programming Update-The Teens will be having an after- hours craft night. The cooking with chocolate program was good and well attended. Another cooking program will be booked for May. All the Abington Reads programs have been booked. Other future programs are: Tammy Trucchi on designing coloring books, Device Advice, and Mike Brophy on genealogy. The fall story times are winding down.

-Friends of the Library-The Friends met last Monday. Their next meeting will be January 23, 2017.

-OCLN-There are lots of changes coming to OCLN. There has been a 4% increase the FY18 assessment to \$23,523.00. As of FY18 OCLN will no longer be a member of the Commonwealth eBook Collection. The APL has the option to pay for the Collection for a year which may be worthwhile because membership has been trending up with Axis 360 users.

-Other-Deb has been contacted by a college student who needs to do community service hours during her field period in December and January. She will be working with the staff a few days a week helping with day to day tasks.

Building Issues

-Study Rooms-The boards are still not up in the Study Rooms but they are on Deb's list.

-HVAC-Mark was in to fix a leaking pipe in the Children's bathroom. A corrupt file in the new controllers shut down the system while the power was out. Brunel was in to fix the controllers today. The new compressors will be installed in the spring.

-Roof-All is good with the roof.

- Copeland Room Window-The window is fixed.
- Portico-There is more to be done to fix the Portico but it is not urgent.
- Shrubs-The shrubs in front of the Library will be covered for the winter.
- Men's room sink-The faucet in the Men's room has been replaced.
- Other-The cupola is looking dingy. Can it be cleaned? Deb is going to look into getting the cupola and the high windows cleaned in the spring.

Current Library Issues

- Impact of New School Construction-There has been no problem with parking since the last meeting. The power outage last Friday was because National Grid had to shut down the power to do work on the lines to power the new school. Two of the iPads went a little crazy with the outage but everything else powered up.
- FY18 Budget-The FY18 budget has been submitted and Deb will be meeting with the Town Manager and the Financial Team on Wednesday. The Requested Budget has an increase in Building Maintenance and Repair and the Book Budget. There is also a request for an additional part time position. **MOTION to approve the two FY18 Budget requests was made by Jake, seconded by Mary and accepted unanimously.**

Old Business

- State Aid Budget-**MOTION to approve the State Aid Budget was made by Carrie, seconded by Barbara and accepted unanimously.**
- Public Computer Deployment- Preliminary work on six of the public computers has been completed. The rest will be done soon. There are a number of steps to complete before the computers are ready for public use.
- Garden Fund-The brewers are still on board to do a fund raiser for the Garden Fund. Henry will get in touch with them after the first of the year.
- Substitute Search-Ann is working out very well as a substitute.
- Security Cameras-The wiring of the Portico is finished and Wayne will install the new cameras soon.

New Business

-Meeting Room Display Policy-MOTION to approve the Art Exhibit Policy for the Copeland Room was made by Jake, seconded by Barbara and accepted unanimously.

-Study Room Policy Revisions-MOTION to approve the updated Study Room Policy was made by Betty, seconded by Laura and accepted unanimously.

-TAB-Food for Fines-In February when the Food Pantry is in need of donations, TAB would like to sponsor Food for Fines. A donation of food will allow fines for overdue books to be forgiven. A maximum of \$10.00 in fines will be forgiven.

MOTION to approve Food for Fines was made by Gerry, seconded by Barbara and accepted unanimously.

-Other-TAB would like to do another overnight in the Library in March.

Next Meeting:

January 9, 2017 at 7:00pm

MOTION to adjourn at 8:36 pm was made by Gerry, seconded by Jake and accepted unanimously.