

## Abington Public Library Board of Library Trustees

Meeting Minutes November 19, 2018 Called to Order: 7:00pm

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Called to Order: 7:00pm

Attendees: Henry DiCarlo, Chairman

Betty Henderson, Vice Chairman

Carrie Murray, Acting Recording Secretary

Gail Bergin

Mary Gillis

Gerry Haas

Barbara McLaughlin

Deborah Grimmett, Library Director

Absent: Laura Nuttall

Jake O'Neill

Minutes of the meeting held on October 15, 2018 were reviewed by the Board.

**MOTION to approve the October 15, 2018 minutes was made by Barbara, seconded by Betty and accepted unanimously.**

## Chairman's Report

-First Round for State Aid 2020 was approved.

-Massachusetts Libraries Board of Library Commissioners sent a letter dated 11/18/18 certifying the first half of 2019 State aid totaling \$10,721.04.

-We were saddened to hear of the passing of the Abington Police Officer, Alex Kokoros, who was also a School Resource Officer. It is a loss for the whole town.

## Library Director's Report

-Monthly Financial and Statistical Reports-In the budget line for Electricity there has been no money expended due to an issue with National Grid. The town accountant is hiring a consultant to work on this issue. All other finances are right where they should be. Statistics - Circulation was up again in October while the people count was down probably due to the fact that the weather was very rainy.

The early closing on Halloween worked out well – there were no complaints. The study rooms continue to remain very popular.

-Programming Update-A great turn out for Dr. Gary Hylander and the Frank Mandoza programs. Kids programs are running well and are full. The book club and adult craft night are all doing well. We will reschedule the Observatory program until January 24<sup>th</sup>. There was a good crowd for the Downsizing Program. The Folded Flag Program was a huge success – 80 people attended.

-Friends of the Library-The Friends met in October. The Nutcracker trip with the Cultural Council on December 2, 2018 is full. There currently is a raffle for an American Girl Doll and Star Wars Lego set. The Book Sale is scheduled for April. The Friends are changing the format and will shorten the donation period.

### **Building Issues**

-Town Energy Efficiency Project-Contract has been signed. New VAV boxes and controls for the computers will be installed.

-Lobby Lights – Waiting on arrival of the ballast and Andy will put up lights. Due to happen soon.

-Sensor for Snow Melt – Not working correctly at the current time. Needs to be pulled up from concrete and fixed.

### **Current Library Issues**

-Yearbook Digitization Project-Deb is working on this.

-Abington Reads 2019 – Henry suggested “A Chance In the World” by Steve Pemberton. Deb will take this into consideration and finalize selection soon.

### **Old Business**

-Reference Librarian Position-We have a new Reference Librarian! Her name is Sarah Roberts and she will start on December 3, 2018. It is a 17.5 hour/week position.

-FY20 Budget- Deb has completed a Requested FY20 Budget. It is a preliminary budget based on 52.4 week. Deb will present this budget at the next Budget meeting. **MOTION to approve the preliminary FY20 Requested Budget was made by Carrie, seconded by Gail and accepted unanimously.**

-Community Preservation Act Funding Application for Sheila's Garden- The Funding Application was submitted. The grant is for \$12,000.00. Henry and Deb will meet with the CPA Board next week to review.

### **New Business**

-Action Plan Update for FY20-The Trustees reviewed the Strategic Action Plan. **MOTION to approve the Action Plan was made by Gerry, seconded by Barbara and accepted unanimously.**

-LSTA Grant Letter of Intent- The Letter of Intent form was submitted. This will start in December with the Letter of Intent, then will lead to the writing of the grant by Deb. This grant is for \$4,200 for preservation assessment.

Borrowing and Fine Policy Update-The Trustees reviewed the Policy and discussed. Deb recommended that large items and equipment continue to have fines. Loans, holds and renewals will stay the same. The Network will block users who go over \$15 in fines. Weymouth Public Library has decided to do away with fines on all their materials. Whitman and Rockland will not be doing away with fines at this time. The Trustees support no fines. This can be implemented in January of 2019. **MOTION to accept the new Borrowing and Fine Policy pending OCLN approval of change in notice frequency was made by Mary, seconded by Barbara and accepted unanimously.**

### **Next Meeting:**

**January 14, 2019 at 7:00pm**

**Motion to adjourn at 8:21pm was made by Gerry, seconded by Carrie and accepted unanimously.**