

**Abington Public Library
Board of Library Trustees**

Meeting Minutes

November 21, 2022

Called to Order : 7:03pm

Attendees: Henry DiCarlo, Chair

Betty Henderson, Vice Chair

Gail Bergin

Laura Brink

Mary Gillis

Gerry Haas

Barbara McLaughlin

Jake O'Neill, Recording Secretary

Deborah Grimmatt, Library Director

Absent: Carrie Murray

Barbara McLaughlin

Minutes of the Previous Meeting

- Minutes of the meeting held on October 17, 2022 were reviewed by the Board. **MOTION to approve October 17, 2022 minutes was made by Mary, seconded by Laura, and accepted unanimously, with Gail abstaining.**

Chairman's Report

- The roof work is progressing well.

Library Director's Report

- Monthly Financial and Statistical Reports: The expense line of the budget was reduced to account for the removal of the gas line item. Utilities are no longer budgeted by individual town departments and instead will be covered by the town. Salary line item is in good shape
- Staff Update: The library will use subs to cover for the Children's Librarian while she is out on leave. Other staff members have started taking over the responsibility for class visits in preparation for the leave.

- Friends Update: The book sale was a success and made about \$900. They sold all available baked goods and the gift card raffle raised over \$400 at the time of the meeting a week before it was to be drawn.
- OCLN Update: Staff attended a meeting on the current up-tick in the number of request for books to be banned. There have been several patrons who have talked about protesting a book. Deb is working with legal counsel and the state regarding privacy issues related to information on the forms for books to be removed from the library.

Building Issues

- Roof Planning: Progress is going well, and the contractors are working well with library staff.
- Damaged ceiling tiles were replaced in early November. During a rainy weekend the roof leaked in several locations. As part of the roof replacement, the contractor is required to ensure the roof is sealed at the end of the workday so they will be responsible for replacing any damaged tiles. In addition, they will check the roof with an infrared camera to see if there is any damage caused by the water leaks.
- Electrical: The light switches need to be replaced. Waiting to get a cost estimate.

Current Library Issues

- Library Programs: Children's programming is going well. The library is considering doing another program with Abington Reads. The staff is discussing possible books.
- Library 25th Anniversary Planning: planning is on hold while the roof project is underway.
- FY23 Budget: The library had the initial meeting with the FinComm and did not receive any feedback. The budget will increase due to salary increase and this will be included in the contract reopening clause. These changes will be reflected in the FY24 Budget.

Old Business

- The strategic plan was accepted by the State.

- Collection Development Policy: The policy was reviewed by the board.
MOTION to approve the update to the Collection Development Policy was made by Gail, seconded by Gerry and accepted unanimously.

New Business

- Patron Confidentiality: The town is doing a customer service survey for the library. One of the text fields is free write and there was a concern that it could be used to put information that won't be private and patrons won't be aware. Deb will talk to the town before it is implemented and communicate the board's concerns.
- Action Plan: The board reviewed the action plan developed by Deb.
MOTION to approve the Action Plan was made by Mary, seconded by Gerry and accepted unanimously.
- LSTA Grant Options: A letter of intent from any library interested in taking part in the next round of LSTA Grants is due by December 5th. The decision as to whether or not there is enough time to complete the LOI will be made when the roof project is complete.

Motion to adjourn at 8:35 pm was made by Gerry, seconded by Laura and accepted unanimously.