

**Abington Public Library
Board of Trustees**

Meeting Minutes

Date: April 9, 2012

Called to Order: 7:02

Attendees:

- ✓ Henry DiCarlo, Chairman
- ✓ Betty Henderson, Vice Chairman
- ✓ Jake O'Neill, Recording Secretary
- ✓ Will Adamczyk
Christina McMahon
- ✓ Kathleen Jones
- ✓ Gail Bergin
Laura Nuttall
- ✓ Gerry Haas
- ✓ Deb Grimmitt, Library Director

Chairman's Report

- The Personnel By-Law and General By-Laws were approved at the Town Meeting.
- The Library Director removed herself from the room for the following discussion. The Board had a discussion about recent information concerning the creation of a union for management personnel in the town. The board discussed the issues/powers associated with the director being involved in a union. The Trustees decided to set up a meeting with the Town Counsel to further discuss the issue. The meeting will be on April 23rd at 6:30.

Library Director's Report

- Financials – The financials are on target. Book budget is also going along well. The Town Manager is trying to get departments to identify funds they are not expecting to spend during the fiscal year. The Library was able to offer \$750. The Town Manager accepted \$172.
- Circulation – The circulation was up by approximately 1,000 compared to last month. Website hits, however were down.
- Programming – The library staff has been very busy with school visits and Story Hours.
- Friends – The Friends met today and set-up for the book sale will begin on April 11th. The non-fiction book discussion group was well attended.
- Gifts Updates – The dedication of the new reading corner is not yet scheduled.
- The town is upgrading the financial software package which will allow the library staff to directly enter vouchers.

Building Update

- The SAGE committee is trying to complete energy audits on the town building and the audit on the library was completed on April 2nd.
- Plumbing issues – a urinal in the men's room and a toilet in the ladies room were clogged and the water fountain was also leaking. All of the issues were fixed.
- Emergency Lighting – The building inspector and Fire Department did an inspection of the building and no violations were identified, however it was decided that the Emergency Lights that face up will be modified to face down to be safer.
- Roof inspection was completed and some minor problems were identified and will cost approximately \$750 to repair.

Current Library Issues

- LSTA Teen/Tween Grant Update. An interim report on the grant is due April 15th and the library staff is completing the report.
- The Hunger Games night was very well attended and enjoyed by all involved, including the board members and other chaperones who attended. Most of the patrons in attendance said it was better than Harry Potter. Lauren, Children's Librarian is looking to have the TAB decorating the windows. TAB is collecting cans for the food pantry.
- TAB will be helping with kids events with the 300th Anniversary celebration on Saturday June 23rd

Old Business

- The trustees reviewed the Job Descriptions for the Reference Librarian. **A Motion to approve the updated Job Description was made by Jake. It was seconded by Betty and approved unanimously.**
- The trustees reviewed the Job Descriptions for the Administrator in the Absence of the Library Director. **A Motion to approve the updated Job Description was made by Will. It was seconded by Gerry and approved unanimously.**

New Business

- The trustees reviewed the Children's Internet/Computer Use Policy. **A Motion was made to approve the updated policy by Gail. It was seconded by Betty and approved unanimously.**

The Next Board Meeting will be held

April 23rd – With the Board of Selectman 6:30

May 14th - Regular meeting – 7:30

May 21st – Town Meeting

MOTION to Adjourn @ 8:43 pm was made by Will, seconded by Gerry and accepted unanimously.