

**Abington Public Library  
Board of Trustees**

Meeting Minutes

Date: January 14, 2013

Called to Order: 7:03

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

Minutes for meeting held on December 3 2012 were reviewed by the board. **MOTION to accept the December minutes was made by Laura, seconded by Gail and accepted unanimously.**

**Chairman's Report**

- The library received a letter on December 12<sup>th</sup> awarding the library 7,615.95 for the first State Aid Payment. The Second payment is due in May.
- The library received a response to the letter sent to the Copeland Family and they are not able to donate money for updating the Copeland Room at this time.
- A press release was printed in the Brockton Enterprise concerning the upcoming 15<sup>th</sup> Anniversary Celebration at the library.

**Library Director's Report**

- Financials – On target with the budget with exception of building repair and maintenance line item which is now \$1,000 over budget.
- Circulation – The November numbers are up 6% over last year for the same month. Over the counter check outs are down, but e-books and intra-library loans are up. December numbers are up compared to one year ago, but down a bit from previous month. The year-end numbers show an increase in circulation of 10% over the previous year. Circulation on a per hour basis stayed the same, despite being open more hours.
- Programming – Story Hours will start again during the first week of February.
- TAB – On February 1<sup>st</sup>, seven members of the TAB will be speaking at the OCLN Legislative Breakfast which will be held at the Hingham Public Library. This is a huge accomplishment by the Teen Advisory Board and for the library staff.
- Friends – The Friends met on January 14<sup>th</sup> and they voted not to renew the PAWSox pass for the upcoming season due to the lack of use. Instead they will do a pass for Battleship Cove and Sandwich Heritage Museum.

**Building Update**

- HVAC – The library has a temporary solution allowing communication with the system. A technician from Burnell replaced the communication cards in the computer at a cost of \$800 but the computer and the system are both out of date. They will be providing a cost for updating the system to a JACE System which could exceed \$10,000. They also have an option of replacing the computer if that crashes in the mean time at a cost of between \$2,500 and \$3,000. Computer replacement will only be in an emergency situation as the system will need replacement.

- The light bulbs were replaced over the circulation desk.
- The board reviewed the contents of an email from the Water Board to the Town Manager about municipal buildings being charged for water usage. The board discussed concerns related to this potential policy change.

### **Current Library Issues**

- Same Page Grant – Presentations scheduled under this grant include a history of the Sacco and Vanzetti case on February 5<sup>th</sup> at 7 pm. Gary Hylander will present on the History of Boston in 1919 on March 6<sup>th</sup> at 7 pm. Stephen Puleo will present on March 25<sup>th</sup> at 7 pm.
- The Nonfiction Book Club will meet on February 21 and the book is *Dark Tide*.
- An Italian cooking program will be run, to be paid for by the Library not the grant, and is scheduled for February 19<sup>th</sup> at 6 pm.
- 15<sup>th</sup> Anniversary Celebration – Scheduled for January 27<sup>th</sup> at 2pm. The invitations went out the week of January 7th. The friends will provide coffee, cold beverages and pastry in the Copeland Room. Youthful snacks will be provided by volunteers in the Children’s Room.
- The Discovery Museum of Acton will be doing two programs on Saturday March 2<sup>nd</sup> on physical changes of matter.

### **Old Business**

- Web Site Redesign – The redesign is in the final stages and should be up and running soon.
- The energy efficiency upgrades all seem to be working well.
- The borrowing and fine policy changes were implemented without a problem.

### **New Business**

- The procedure for picking up patron holds was discussed by the board. In the interest of privacy concerns, some libraries require the person picking up the book to be in possession of the library card the hold was put on. Abington does not have this policy in place. The board decided to monitor any potential problems for next 6 months to see if a change is necessary.
- The town is running an Open Meeting Law Training class on Monday January 28<sup>th</sup> at 6:30 pm in the Cotter Room.

### **The Next Board Meeting will be held**

**February 11<sup>th</sup> – Regular Meeting to be posted for 7:00**

**March 11<sup>th</sup> – Regular Meeting to be posted for 7:00**

**MOTION to Adjourn @ 8:45 pm was made by Gerry, seconded by Jake and accepted unanimously.**