

**Board of Trustees
Abington Public Library**

Meeting Minutes

May 18, 2015

Called to Order: 7:00pm

Attendees: Henry DiCarlo, Chairman
Betty Henderson, Vice Chairman
Laura Nuttall, Recording Secretary
Gail Bergin
Mary Gillis
Gerry Haas
Barbara McLaughlin
Deborah Grimmitt, Library Director

Absent: Will Adamczyk
Jake O'Neill

Reorganization of the Board:

MOTION to nominate Henry DiCarlo as Chairman was made by Gerry, seconded by Gail and accepted unanimously.

MOTION to nominate Betty Henderson as Vice Chairman was made by Henry, seconded by Barbara and accepted unanimously.

MOTION to nominate Laura Nuttall as Recording Secretary was made by Betty, seconded by Gerry and accepted unanimously.

Committees: Payroll-Betty Henderson, Henry DiCarlo
Vouchers-Mary Gillis, Laura Nuttall, Gail Bergin, Gerry Haas,
Barbara McLaughlin
Personnel-Will Adamczyk, Betty Henderson, Gail, Bergin
Budget-Henry DiCarlo, Will Adamczyk, Mary Gillis

Minutes for the meeting held on April 13, 2015 were reviewed by the board.

MOTION to accept the April 13, 2015 minutes was made by Gail, seconded by Barbara and accepted unanimously.

Chairman's Report

- Congratulations to all of the new and re-elected members of the Board.
- Thanks to all of the staff for all that they have done to cover schedules while Deb has been out.
- The State Budget is looking ok as of right now.

Library Director's Report

-Monthly financial and statistical report-Somewhere in the middle of June the Salary Budget will run out and we will dip into State Aid. The Building Repair and Maintenance Budget had been expended and the Gas and Electric Budget is running out. State Aid will probably be used to pay the last Electric bill. There has been some savings in the Expense Budget with the cleaning company. The stats are still down, but not bad. Other Libraries in the area except Rockland are experiencing the same slow down. The Commonwealth Catalogue System that just started is not working as well as it should so that may be impacting circulation.

-Programming Update-The kick off for summer reading is June 23. Amy, Sandy and the TAB volunteers have lots of fun things planned. The calendar of events will be out next month. Online summer reading will be available for all ages this year. Adult programs are winding down for the summer. The seventh grade classes from the Frolio will be visiting the Library soon.

-Friends-The last Friends meeting before the summer was last week. They are still working on the memberships. The book sale went well, but profits were down about \$500.00.

-Other-Alice Dumas, a COA driver and avid library user, passed away. A \$100.00 memorial gift donation was made to the Library.

Building Issues

-Snow and Ice Issues-Andy has fixed the outside lights and completed the work in the Copeland Room.

-Cleaning Issues-The cleaning crew was fired and a new district manager has been hired. The Library will have 2 people in the building cleaning from now on. Every Tuesday, there will be a meeting with someone from the Town Hall and the Library with the district manager to monitor progress.

Current Library Issues

-Staffing-The staff is awesome. Deb is just about ready to send out the advertisement to get some additional substitute staff.

-FY15 LSTA Grant "Science is Everywhere"- Deb is working on the Grant Report and it will be sent when it is ready. Thank you to Amy and Sandy for all of their hard work.

-Copeland Room Technology Update- May 6 was the date when the projector was to be put in but it is backordered. The Senior Portfolio's are on display in the Copeland Room now so the projector project is on hold for a few weeks.

-FY16 Budget-Nothing new with the budget. There may be an article in the warrant for non-union raises which would affect the budget.

Old Business

-Garden Winter Clean Up-The cleanup is going well. Rob did a great job power washing the benches. Henry cut down the front shrubs for aesthetic reasons and safety reasons. The shrubs will grow back.

-Exterior Bench-A new bench has been ordered.

Insurance Claim Status-The insurance claim on the roof, exterior bench, computer, printer, outside of the building, and portico ceiling has been filed. The report has been submitted to Dori and the adjustor. The claim on the bench in the garden is unlikely to be paid.

New Business

-Display and Distribution of Unsolicited Material Policy-**MOTION to approve the revised Display and Distribution of Unsolicited Materials Policy was made by Betty, seconded by Laura and accepted unanimously.**

-Authorization to Issue Trespass Orders-The Abington Police Department has approved the Trespass Notice that has been written. Town Counsel is also going to look at it. **MOTION to confirm the knowledge that the Director of the Library has the authorization to issue a Trespass Notice whenever it becomes necessary was made by Gail, seconded by Barbara and approved with one opposing vote.**

-Strategic Plan Community Committee Planning-A community survey will be available from August to October. Will Adamczyk will facilitate a community planning meeting in early December.

-Commonwealth eBook Collection-The Commonwealth eBook Collection will be going on line in July. This should help increase circulation.

-Other-**MOTION to forgive fines on Children's Books on June 23 at the kick off for summer reading was made by Mary, seconded by Betty and accepted unanimously.**

-Other-Zoo New England and Boston Harbor Island Ferry Passes are now available at the APL.

Next Meetings:

June 8, 2015-6:45pm at Abington High School before Town Meeting

July 13, 2015-Regular Meeting to be posted for 7:00pm.

MOTION to Adjourn at 8:28 pm was made by Gerry, seconded by Betty and accepted unanimously.