

**Abington Public Library
Board of Trustees**

Meeting Minutes

Date: February 9, 2009

Called to Order: 7:17

Attendees:

- ✓ Henry DiCarlo, Chairman
- ✓ Betty Henderson, Vice Chairman
- ✓ Jake O'Neill, Recording Secretary
- ✓ Will Adamczyk
- ✓ Jonathan Harris
- ✓ Christina McMahan
- ✓ Janet O'Connor
- ✓ Jim Doucette
- ✓ Cynthia Whiting
- ✓ Deb Grimmert, Acting Library Director

Minutes for meeting held on December 8, 2008 were reviewed. **Motion to accept December minutes was made by Betty, seconded by Will and accepted unanimously.**

Minutes for meeting held on January 12, 2009 were reviewed and modifications were made to the minutes. **Motion to accept January minutes as edited was made by Christina, seconded by Jon and accepted unanimously.**

Chairman's Report

- Henry and Deb attended the legislative breakfast. There was a good turn out and a lot of good discussion about how important public libraries are becoming as the bad economy brings more people to libraries for internet access and job hunting. The chairman of the Board of Library Commissioners stated that there is no plan for lowering the standards for being eligible for State Aid to public libraries, but there will be an increase in the number of waivers accepted. There was a statement that the waivers will not be allowed if the library budgets are cut disproportionately when compared to other town budgets.
- The trustees received a letter from Elaine Nero concerning the book discussion group recently held by Deb Grimmert. Elaine said that the discussion was great and that she is thrilled that Deb accepted the position of Acting Director for the library.
- Janet and Cindy have both decided not to seek re-election as library trustees. The chairman thanked them for their service through the years and requested input into potential replacements as the election season approaches. An open discussion took place concerning candidates.

Acting Director's Report

- Monthly Financial statements are in good shape. The new numbers include the Article 2a figures which are also included in the level funded budgets being reviewed by the town manager. This month's gas bill was very high. New library cards have been ordered and the cost for them will show up in future financial statements. Book purchases are back on target. The governor's recent cuts to state aid shouldn't have any impact on state aid to libraries. A total of \$5,800 out of state aid and trust funds has been spent on books.
- The circulation numbers look good and are up approximately 6%. The last three Saturdays have been very busy most likely due to Rockland and Brockton libraries being closed on Saturdays. We are also running a bit short staffed on Saturdays due to open positions associated with recent retirements.

- Staffing Crunch – Jodi has accepted a position as a clerk in the Assessor’s office so she will be able to work less than five hours per week in the library. Deb will contact Terri, to see if she can work more hours on Saturdays.

Programming Report

- Registration for the SAT preparation program will be opened up soon. There will be an Abe Lincoln craft held on February 10th. Patrons are getting more comfortable with the new Children’s Librarian and have begun to ask for her when they have questions.
- Better Business Bureau held a class on internet safety and protecting kids on January 22nd but unfortunately only 3 people attended, however the people who attended were very interested in the subject
- Deb spoke to Bill Cannon about the first Garden Series meeting and it is scheduled for March 21st at 2 pm. Deb will send a special invitation to the Garden Club.
- Hallie Ephron, the author of Never Tell a Lie, will be at the library on March 31st at 7 pm. The friends will provide snacks and will be selling copies of her book.
- There was a good turn out for the YA author Alisa Libby on January 29th.
- The Friends voted at their most recent meeting to spend \$1,900 on programs for the library and another \$160 to adopt animals for Emily’s reading programs. The Friends are working with the cultural council to host another “Treasures Appraised” program this year. The book sale is scheduled for April 24th and 25th. The Friends magazine drive will be starting up soon.
- Due to a math error, there was an extra \$24.09 in the town meeting article associated with Nancy Reid’s sick time buy back. **Jake made a motion to allow the town to transfer these funds back to the general fund. It was seconded by Cindy and accepted unanimously.**

Building Update

- The original ice dam in the valley behind the Children’s Librarian desk has not been an issue since it was fixed by Moberg. The estimate for replacement of shingles and installing ice block is \$890. Ice dams are also an issue on the right and left of the main entrance, where the right is far worse. Moberg provided a cost estimate of \$1,550 for fixing the roof in these two areas but these costs do not include the costs for fixing the ceilings damaged/destroyed by the ice dams.
- Deb has emailed Phil Warren concerning an insurance claim associated with the ice dams. She will send Phil another email requesting expedited action since Moberg is awaiting payment and additional work may be impacted by prolonged battle with insurance company.
- Deb awaiting bill for clearing ice dams in the front of the building.
- Deb determined that Paul Chase and the Masonic Temple are responsible for maintenance of the grandfather clock. She is getting the clock cleaned and fixed at the end of March
- Fire Department was at the library for a false alarm associated with the smoke detectors in the attic. The Fire Department stated that they would prefer that the smoke detectors in the attic be replaced by heat detectors. Deb will contact Atlas about the work and the board will take it under advisement at a future meeting.

Current Library Issues

- **Budget Update-** Jon and Jake gave an update on the Selectmen’s meeting they attended prior to the trustees meeting and the board discussed potential impacts to the library. One topic of discussion was the fact that the town may be looking for town officials to take a day off without pay. In the event that the library may be impacted by this cost saving measure a subcommittee was set up to work with Deb. **A motion to set up a subcommittee of Jon, Jake and Will to work with Deb on potential cost saving measures was made by Betty. It was seconded by Christina and approved unanimously.**
- **Strategic Plan** – The trustees discussed who could potentially be invited to be part of the Strategic Planning Committee. A letter will be sent to these prospective members by Deb.

Tentative dates for the meetings were selected as March 19th and April 30th from 6:30 pm to 8:30 pm.

Old Business

- Signage for the recognition wall has been completed.

New Business

- Deb provided a copy of a revised job description for anyone working the circulation desk which was reviewed by the trustees. **Jon made a motion to accept the revised job description. It was seconded by Betty and approved unanimously.**

Next Board Meeting to be held on Monday March 16th @ 7:00

Motion to Adjourn @ 9:15 p.m. was made by Jim, seconded by Janet and accepted unanimously.