

DIRECTOR
KIMBERLY A. GRAD



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Abbot Public Library Board of Trustees
Meeting Minutes – July 6, 2026

Attendees:

Trustees: Gary Amberik, Kathy Barker, Marjorie Norman, David Ross, Kathleen Waslov, John Williams

Director: Kimberly Grad

Attending by Zoom: none

Absent:

Meeting was available via zoom

Published agenda:

- L. Approval of June 1, 2026 Minutes/VOTE
- II. Director's report – Project Updates
- III. Report from the Chair
- IV. Friends Update

Next Board Meeting August 3, 2026. Election results may require an interim meeting.
The September meeting will be held on September 14, 2026 due to the Labor Day holiday.

CALL TO ORDER

The meeting location was at the Library, was also held by zoom and was called to order at 6:06 pm. There was a Motion to approve the Minutes June 1, 2026. The Motion was seconded and approved unanimously.

DIRECTOR'S REPORT

Service Hours

- Closure for Labor Day weekend, Saturday September 5th and Monday, September 7th
- We will be short-staffed until new hires are arranged.

Building Updates

- Ship model glass case repairs with Altec Plastics. A revised quote for 2 cases (bonnets) has been requested.
- Installation of ribbon bike rack will take place later this summer.

Priority projects

- The search for new librarians (Children's and Adult).

- Searches for the Processing Assistant, Youth Services Assistant and Part-time Custodian will begin later this month.
- We are gathering FY26 data as the MBLC ARIS form has opened. (*fiscal year report*)
- A small committee will begin to meet to plan the garden updates (formerly Max's Garden)
- Plans for the expansion of the Library of Things
- Outreach planning (YMCA, local preschools)

Approvals

1. **Director's** Dues for Professional Organizations:
 - a. \$270 - American Library Association (ALA) Membership – includes memberships in Association for Library Service to Children (ALSC) and Public Library Association (PLA)
 - b. \$220 - Massachusetts Library Association (MLA) – includes membership in New England Library Association (NELA)
2. Deferred maintenance:
 - a. \$5,128 - Window repair, Swampscott Glass
 - b. \$1,062.25 - Generator replacement parts needed, Kraft Power
 - c. \$4,128 - HVAC BMS Viking FY27 Service Agreement
3. Marblehead Museum:
 - a. Sarah Gregory chair (had been loaned in 2022)
 - b. Would we like to donate the chair to the Museum?

Statistics in Brief

	<i>May 2026</i>	<i>June 2026</i>
Card holders	9,417	9,492 (highest number in last 12 months)
Items checked out	16,442 (6,296 digital)	15,691 (~5,184 digital)
Meeting Room use	261 sessions, attended by 519	316 sessions, attended by 742
Programs	53 programs attended by 672	50 programs attended by 1,251
Door Counts	6,052 (2,781 main & 3,271 lower)	6,973 (3,306 main & 3,667 lower)
Physical items	388	949

July Program Highlights

Adult Services

We are hosting three different drop-in programs this month: Licensed Mental Health Clinician Gina Rabbitt for open walk-in resource hours on Monday, July 6. Theresa Milewski of All Computers Great and Small will provide one-on-one drop-in technical assistance on July 7 and July 28. And the "Coffee at the Library" social hour continues every Friday morning, generously sponsored by the Friends of Abbot Public Library.

We are hosting two book club sessions: the Fiction Book Club on July 14 focusing on Fredrik Backman's *My Grandmother Asked Me to Tell You She's Sorry*, and the Mystery Book Club on July 28 discussing *The Hypnotist* by Lars Kepler.

Our partnership with the Road Scholar lecture series continues with three hybrid broadcast-and-discussion events in the Event Center. Topics include an analysis of the Spanish Inquisition on July 13, a presentation on George Washington's leadership for the U.S. 250th anniversary on July 15, and a senior safety seminar on fall prevention led by geriatrician Dr. Nakeisha Rodgers on July 23.

Teen Programs

The Killam Teen Center will launch a "Grab and Go" lanyard kit initiative on July 6 to provide self-directed craft materials throughout the summer, while supplies last.

Every Monday afternoon, the Thompson Makerspace will host a collaborative building workshop. Teens from age 13-18 are invited to contribute to a large-scale engineering project: constructing a six-foot-tall moving K'NEX Ferris wheel. This program is designed to foster peer teamwork and practical structural problem-solving.

Children's Programs

The Summer Reading program, "Unearth a Story," is fully underway, and we have titles on the school reading lists for grades K-12 available for checkout.

Weekly programming includes "Story Time A-Go-Go" with Debbie Leibowitz on Wednesday mornings. On the evening of Monday, July 13, the library will host a Musical Bedtime Story Time featuring songs and stories for families with children ages 2 to 5. On Friday, July 31, children ages 3 to 8 can participate in "Super Shells," an interactive, hands-on environmental science and clay workshop presented by Salem Sound Coastwatch.

For older youth, the library hosts the Afterschool Chess Club for ages 7 to 11 and drop-in Afternoon Crafts for all ages every Thursday. Specialized, registration-required STEM and art workshops for youth ages 8 to 12 include an upcycled "Cardboard Creations" engineering session using specialized Makedo tools on Monday, July 13. This will be followed by the "ZOOBs Building in Motion" workshop exploring articulated geometry on Monday, July 20, and a "Patriot Beaded Star Ornament" workshop focusing on basic wire-wrapping techniques on Wednesday, July 22.

Discussion of Director's Report

The Director outlined recent community outreach events with YMCA and possibility to explore with school program coordinators and pre-schools. The Director will review and update through the full fiscal year all expenses and determine application of bills that the town put on hold allocated back to prior fiscal year. The Director provided an update on staffing and ongoing recruiting efforts including possible update of some job descriptions with compensation committee.

The Driftwood Club continues looking at the back garden plans and intent to access APLF funds, which will likely need a presentation. The Director will determine plans for areas around the parking lot for routine maintenance or with the Club. Work continues on ship model installation ideas.

There were Motions for approval of the following items for payment and donation:

1. Director's Dues for Professional Organizations to be paid from the Sorenson Fund
\$270 - American Library Association (ALA) Memberships (includes memberships in Association for Library Service to Children (ALSC) and Public Library Association (PLA) and \$220 - Massachusetts Library Association (MLA) – includes membership in New England Library Association (NELA)
2. **Deferred maintenance** – to be paid from deferred budget 2026:
 - \$5,128 - Window repair, Swampscott Glass
 - \$1,062.25 - Generator replacement parts needed, Kraft Power
 - \$4,128 - HVAC BMS Viking FY27 Service Agreement (*This contract is being reviewed by MAGC group legal and town management reviewing*)
3. Additional **travel expense** for Director attendance at ALA Chicago meeting of \$225.00 from the Sorenson Fund
4. Agreement to **donate the Sarah Gregory** chair to Marblehead Museum where it has been on loan.

The above Motions were seconded and voted as approved unanimously.

CHAIRMAN'S REPORT

See points above.

FRIENDS REPORT

The next Board meeting is scheduled for July 16, September 17, October 15, November 19, and December 17, 2026, from 1:00 – 2:00 p.m. Dates will be established for next book sale.

APLF

Work continues on updating funds transfer for funding programs. Ideas were discussed to pursue more Author events for fundraising.

There was a Motion to adjourn. Motion seconded. All approved.

The meeting was adjourned at 7:10 PM

End of Meeting Minutes