

**Hudson Public Library
Board of Library Trustees Minutes
April 20, 2023 at 4:30 PM**

Present: Tom Desmond, Mary McCormack, Aileen Sanchez-Himes, and Lisa Aucoin.

Meeting called to order at 4:35 PM.

MINUTES: March 16, 2023 minutes reviewed and approved. *Motion to accept by Ms. McCormack, seconded by Mr. Desmond.*

REPORTS/DISCUSSIONS

Communications & Publicity – March’s program publicity and April’s BookPage were received. The Director informed the Trustees of efforts to increase Adult department publicity and of HUD-TV’s presence at recent Library programs.

Expenditures - The periodicals fund will be overspent due to increases in the costs of major newspapers. The Library will have patrons mark down each time they read a newspaper to track which papers are being used. Remaining funds in digital content will be used for end-of-year database renewals. Book funds will be spent on standing orders. The Library orders on a 10-month calendar so most ordering will be done by May. Water/sewers was the only other fund discussed.

Statistics - Statistics were reviewed. Databases are still doing well due to the use of the Hudson Sun.

Friends of the Hudson Public Library - The Friends will be accepting donations at the Armory on Saturday, 4/22. The Friends will have their next book sale during ArtsFest on May 6 from 1-3. They are doing a Hudson Yart Sale in June. They are looking into doing a fundraiser at Welly’s restaurant. They will donate \$120 to Heifer for a Children’s Summer Experience Prize.

Director’s Report - Budget: The Finance Committee approved the FY24 budget and capital request. The Library will seek Town and Select Board approval to appropriate \$60K of ARPA-awarded funds for pre-planning expenses for MPLCP grant eligibility. Personnel: The Select Board approved our new Youth Services Librarian. There’s a Library Page vacancy. Some part-time staff are working extra shifts through June to assist with desk coverage, projects, and programs. Staff are attending professional development training as needed. Library Services: Two Nintendo Switch Lites will circulate in-house to patrons ages 13 and older. Library replacement cards will cost \$1 instead of the previous \$2 fee. Freegal Music has a new, more user-friendly platform. Programs and Outreach: New spring storywalk book is on display. The community puzzle table, puzzle swap and Children’s Room collaborative art projects have been popular. Hudson High School students hosted a storytime as part of their Civic Action Project. The first scheduled teen activity in April is Blackout Poetry. Hudson Cultural Council grant funded programs are happening as scheduled. Adult programs have been well received and attended. Library staff attended the Multicultural Health & Wellness Fair. Library Operations: Library department heads and administration are updating policies for Trustees consideration. Library administration is pursuing a competitive grant for new library construction or renovations and expansion. Building Maintenance: Mario DiMare is the Library’s newly appointed custodian. A cleaning and maintenance schedule will be shared with him. Flooring repairs and restoration continue for the staff kitchen and restroom. The toilet in the Children’s Room is not working properly. The Trustees unanimously voted to fund a new toilet. A service call has been placed to repair the select surveillance cameras in the Children’s Room. Expired fire extinguishers

have been replaced. A circulating motor in the basement was replaced. Markings for test pits and borings have been made to the Library's property and public parking lot.

OLD BUSINESS

Accessible parking spaces have moved to the front of the building. 2-hour spaces have replaced the accessible parking located behind the fire station.

New library cards were viewed.

The state has revamped the Conflict of Interest training process. Aileen will check with the Town Clerk about the parts that need to be completed.

The Library request to use existing ARPA funds allocated to the Library for further Structural Engineering services was approved by the Select Board.

NEW BUSINESS

One Library staff member will attend the Massachusetts Library Association annual conference.

The Trustees discussed the Construction Grant presentation.

MISCELLANEOUS

NEXT MEETING: The next meeting is on May 18, 2023 at 4:30 PM.

Meeting adjourned at 5:52 PM.

Respectfully submitted by Lisa Aucoin