

**Hudson Public Library**  
**Board of Library Trustees Minutes**  
**October 19, 2023 at 4:30 PM**

Present: Tom Desmond, Mary McCormack, Chris Capobianco, Aileen Sanchez-Himes, Lisa Aucoin  
Meeting called to order at 4:34 PM.

**MINUTES:** September 21, 2023 minutes reviewed and approved. *Motion to accept by Mr. Desmond seconded by Mr. Capobianco.*

**REPORTS/DISCUSSIONS**

Communications & Publicity - The Trustees viewed September's BookPage as well as a social media post mentioning the Library's current StoryWalk by the book's illustrator.

Expenditures - The first quarter is over and expenditures look good.

Statistics -September statistics were reviewed. Audiovisual numbers were down. The Trustees discussed possible reasons such as the popularity of streaming now. The Hudson Sun numbers remain down.

Friends of the Hudson Public Library - The Friends met on Tuesday. The Lobster Shoot was successful, raising approximately \$4000. The Book Sale will occur the first weekend of November, with a Friends Members only preview night and a \$15 per bag Sunday sale. Donations will be accepted on 10/29 from 12-2pm. The Friends are hoping to host the Christmas party on 12/12. They voted to cancel the PEM and Worcester Bravehearts pass memberships due to low usage. The elected new officers.

Director's Report - Budget: The FY25 budget proposal is due on 10/27. The Library will include a request for additional staff. The Library submitted three cultural council grants. The Trustees unanimously approved the spending of up to \$5000 in state aid on Makerspace essentials. Personnel: The Select Board approved the hiring of two Library pages and the resignation of Jillian Bennett. The Youth Services Librarian position is posted to the MBLC website and is pending on the Town's website. Library Services: New toys were purchased for the Children's Room. A self-service checkout station will be added to the Children's Room. Programs & Outreach: The Children's Room will hold multiple events this fall, but have fewer storytimes than normal. The adult department hosted a popular Jeff Belanger program, a solar eclipse program, and a program that included the unveiling of Grace Whittemore's portrait and Hudson Trivia. An Introduction to Libby session was held by Library staff at the Senior Center. The Library participated in RecFest, and will participate in Downtown Trick or Treat. Library Operations: Interviews will be held in upcoming weeks for the Youth Services Librarian position. New shelving and furniture will arrive soon to facilitate the makerspace opening. All Library Assistants will facilitate or lead in-house

programs. Building Maintenance: Staff area repairs are complete. Final Inspections are underway. Elevator maintenance and inspection are in progress. New people counters are installed. The Facilities Department has replaced the water heater. The Town's Forestry Department cleaned up the Library grounds. The deep cleaning of the Library is complete.

## **OLD BUSINESS**

The paperwork has been signed off on for hiring library consultants who will partner with a local architect and perform a conditions assessment as part of the application process for the state Construction Grant process. We are waiting to hear back from them and move forward with the project.

The library received a deep clean on October 8 through the company that did the deep clean last fall.

October 1 was the deadline for turning in the Strategic Plan. The completed plan was shared with the Trustees and submitted.

The staff area is being used again.

## **NEW BUSINESS**

In the FY25 budget, the Library is asking for more staff and more money.

There's been a request to have staff use a standard greeting when answering the phone.

The Library will be closed the day after Thanksgiving. This will be a precedent for future years.

When the weather is bad, the Library will open 1 hour late. Early closings will be based on the weather conditions at the Library.

## **MISCELLANEOUS**

A new UPS has been purchased.

The Trustees discussed the issue of locking the DVD cases on the shelves.

The Trustees discussed getting new end panels for the shelving as well as new furniture.

The Trustees discussed possible locations for a new library.

**NEXT MEETING:** The next meeting is on November 16, 2023 at 4:30 PM.

Meeting adjourned at 5:42 PM.

Respectfully submitted by Lisa Aucoin