Hudson Public Library
Board of Library Trustees Minutes
April 18, 2019

Present: Tom Desmond, Chris Capobianco, Maryalice McCormack, and Deborah Kane

MINUTES: March 19, 2018 minutes were read and approved.

COMMUNICATIONS:
Monthly Book Page –April
Bookpage
Newsletter

OPERATIONS:
Expenditures 4/11/19 were distributed and discussed.
Monthly Reports - The monthly report, newspaper articles & photos, and program flyers were distributed and discussed.

OLD BUSINESS:
Staffing – Library Director search was discussed. The BOS voted to set the Library Director position at Grade 8.
Director Search – Library Director position has been re-posted
eContent Upgrade - Freegal music streaming was discussed; Deborah will monitor patron participation when the service starts.
Technology upgrade - CWMARS Comcast line upgrade discussed; CWMARS upgraded the Comcast line for the Library to provide faster speed and a more stable connection for the Library's ILS: Evergreen.
Wireless upgrade - scheduled for April 29, 2019; CWMARS staff will install and maintain WiFi service. The Library purchased Meraki (Cisco) switch and access points through CWMARS to provide upgraded WiFi service to the Library patrons.
Staff Procedures - Key Request Form for the staff has been approved to keep track of building keys and supply staff with the keys they need for access.
Hudson Armory - Tom sent a survey to the Library staff to evaluate space needs; the Library staff have provided space requirements and ideas how the Armory could be used for Library programs.

NEW BUSINESS:
Director Search - Search for the Director discussion continued.
Freegal Streaming Music Service - April 23 start date for new music service will provide Library patrons with 3 hours each day of streaming music through Freegal Music which currently provides 3 free song downloads a week; the streaming service will supplement the download service.
Internet Computer Support Service - CMARS technical staff will provide desktop support for the Library's internet computers.
Staff Procedures - Collection Development Form for patron donated materials that are not Friends of the Library sale items.
Board Docs – Trustees viewed a Webinar to evaluate "Board Docs" which is used by the Board of Selectmen at Town Hall to manage meeting documents online.

NEXT MEETING: Next meeting will be May 21, 2019 at 4:30 p.m.