

**Hudson Public Library  
Board of Library Trustees Minutes  
April 21, 2021**

Present: Tom Desmond, Chris Capobianco, Nancy DelVecchio, and Aileen Sanchez-Himes

Meeting called to order: 2:40 PM.

**MINUTES:** March 17, 2021, minutes reviewed and approved.

*Motion to accept by Mr. Capobianco; seconded by Mr. Desmond; 2-0.*

**REPORTS/DISCUSSIONS:**

Communications & Publicity – Reviewed and discussed; Children’s Room programs are robust, book clubs are regularly attended, and two virtual travel programs in the Armchair Travel series.

Expenditures – Reviewed and discussed; remaining funds from the Library’s book budget will supplement any material over-expenditures for FY21.

Statistical Report – Library statistics were reviewed and discussed; fluctuations in circulation coincide with limited library services as expected.

Friends of the HPL – The Friends approved membership renewals to the Boston Children’s Museum, EcoTarium, and the Roger Williams Zoo. The Friends of HPL need volunteers to assist with sorting book donations. In May, mini book sales, book sorting, and accepting donations will take place on Saturdays from 11-1.

Director’s Report – Budget: For FY21, the state aid award will total \$35,525.88. Personnel: Part-time reference position is posted. This position will focus on instructional workshops for patrons accessing databases and digital content. Library Services: The Library provided 551 curbside transactions and 177 library visits by appointment. The book drop is open daily during library business hours. Book carts and storage bins were purchased to manage incoming returns. Programs & Outreach: Summer reading programs and outreach are being finalized. Permit requests for outdoor programs have been submitted. Dates for community outreach at the Farmer’s Market are pending. Library Operations: Normal library hours will resume in May. Patron visits are 20 minutes for browsing and 30 minutes for computer access. Capacity limits will increase after the Reference Desk’s safety glass installation is complete. While the Children’s Room undergoes repairs, the Children’s Room staff will alternate between working at the Library and from home and serving as support staff for the Circulation Department. Temporary workspaces have been established for Children’s staff when scheduled to work at the Library. Building Maintenance: Emergency lighting inspected and added near the public restrooms. Additional safety glass was ordered for the reference desk. The steam pipe leak was repaired. Service contractors recommend closing the Library during framing and subflooring repairs. The carpeting project may take several weeks from manufacturing to delivery and installation.

**OLD BUSINESS:** Part-time reference librarian position is posted. Patron visits and browsing will increase upon completion of the reference desk installation. The

Library's community survey is under review by MLS consultants and will launch on May 1. Recommendation to contact Richard Harrity, Town Moderator, for approval to attend and disseminate community surveys at the May Town Meeting.

**NEW BUSINESS:** AVRT HS students have redesigned the Library's logo. The goal was to incorporate elements representative of the Library and Hudson.

**MISCELLANEOUS:** None to report.

**NEXT MEETING:** Next meeting is May 19, 2021, at 2 PM.

Meeting adjourned: 3:16 PM

*Motion to adjourn by Mr. Desmond; seconded by Mr. Capobianco; 2-0.*

Respectfully submitted by Aileen Sanchez-Himes