

**Hudson Public Library
Board of Library Trustees Minutes
May 20, 2021**

Present: Tom Desmond, Chris Capobianco, Maryalice McCormack, and Aileen Sanchez-Himes

Meeting called to order: 2:08 PM.

MINUTES: April 21, 2021, minutes reviewed and approved.

Motion to accept by Mr. Capobianco; seconded by Mr. Desmond; 3-0.

REPORTS/DISCUSSIONS:

Communications & Publicity – Reviewed and discussed; Community Advocate featured two articles about the Hudson Public Library, encouraging community survey participation and Children's Room repair updates.

Expenditures – Reviewed and discussed; requests to reallocate funds will be submitted as needed.

Statistical Report – Library statistics were reviewed and discussed; adult books and audiovisual materials have increased in circulation.

Friends of the HPL – The Friends hosted two book sales and have earned a profit of more than \$500 at each sale. The next two book sales are Saturday, June 5 & 19 from 11 – 1.

Director's Report – Budget: Approximately \$22,000 of the materials budget remains, with an estimated \$18,630 encumbered. The Library received financial donations including a \$5000 donation from the Desmond Family for library programs. Personnel: Technical services volunteer will assist with processing materials. Two Library Pages will not return this summer; one has received a fellowship position and another has accepted summer employment at a college campus. Staff are registered for an emotional CPR training. Library Services: Curbside service continues, capacity limits and visits are increasing, and walk-in visitors are welcome. Snowshoes and trekking poles will be added to a Library of Things collection. Programs & Outreach: Outdoor children's programs are scheduled at Liberty Park. Community outreach is scheduled for 6/15, 7/20, 8/17, and 9/21 at the Farmers' Market. The Library will offer a writer's workshop summer session. Library Operations: Phase Four guidelines have been reviewed, revised, and approved. Normal library and staffing hours have resumed except for early closing to clean and sanitize. Library collection improvements are in progress and include, integration, relocation, and acquisitions of circulating materials. Building Maintenance: All service desks have safety glass partitions. Staff entrance repairs are in progress. The Library will close May 21 - 23 for Children's Room repairs. Next phase of Children's Room repairs to follow. Reopening is TBD.

OLD BUSINESS: Revised library position and request will be submitted to the Union for consideration and approval. Community survey deadline is approaching; over 300 participants have submitted surveys. AVRTHS Design & Visual Communication students have designed a new logo for the library. The logo depicts a swan on waves that resemble the pages of a book.

NEW BUSINESS: Beginning May 29, 2021, face coverings are not required for fully vaccinated people. Christopher Capobianco is the newly re-elected Vice-Chair for the Board of Library Trustees. Tom Desmond remains as Library Trustees Chair, and Maryalice McCormack will continue as Library Trustees Secretary.

MISCELLANEOUS: Trustees Chair, Tom Desmond, will email MBLC to obtain a list of library architects and engineers who can assist with a conditions assessment and assess the feasibility of renovations versus new construction.

NEXT MEETING: Next meeting is June 16, 2021, at 2 PM.

Meeting adjourned: 3:02 PM

Motion to adjourn by Mr. Desmond; seconded by Ms. McCormack; 3-0.

Respectfully submitted by Aileen Sanchez-Himes