

Hudson Public Library
Board of Library Trustees Minutes
November 26, 2021

Present: Tom Desmond, Christopher Capobianco, Mary McCormack, and Aileen Sanchez-Himes

Meeting called to order: 2:10 PM.

MINUTES: October 21, 2021, minutes reviewed and approved. November 17, 2021 meeting was cancelled and rescheduled for Friday, November 26, 2021 at 2 PM.

Motion to accept by Ms. McCormack; seconded by Mr. Capobianco.

REPORTS/DISCUSSIONS:

Communications & Publicity – The Community Advocate featured the Library's first pumpkin stroll at Liberty Park.

Expenditures – The Library budget was reviewed and discussed. Overall expenses are on target.

Statistical Report – The Library's statistics were reviewed and discussed. Digital resources, children's books, and newly added video games are circulating well.

Friends of the HPL – Friends of HPL Members elected their official Board Members for 2022, except for the Friends' Secretary vacancy. The fall book sale generated \$3,300 in revenue.

Director's Report – Budget: A 3% increase was requested for FY23's budget. Unanimous approval granted to expend state aid to digitize Hudson newspapers and low-pressure wash the Library's exterior was unanimously approved. *Motion to accept by Mr. Capobianco; seconded by Mr. Desmond.* Personnel: Non-union staff will receive a 2% COLA for FY22. Director's evaluation is complete. PT staff will continue to assist with scheduling voids. Programs, Services, & Outreach: Hotspots are available to borrow; Hudson newspapers printed between 1883 and 1939 will be digitized; development of additional book clubs are in discussion; the Library will host a youth entrepreneurship program in partnership with Assabet Valley Innovation Alliance and the Assabet Valley Chamber of Commerce; youth writers' workshop has returned; One Book, One Hudson will launch in 2022. Library Operations: Scheduling gaps are being monitored; indoor programs have resumed; Library of Things website info is under development. Building Maintenance: Children's Room carpeting issues are resolved; elevator service maintenance is complete; elevator inspection is scheduled for December; staff bathroom exhaust fan and several light bulbs replaced; estimate for power washing received.

OLD BUSINESS: Public printing is now 20¢ per page; fine amnesty ends December 31, 2021; the Library applied for HCC grants; the Assistant Director position and start date are pending Select Board approval.

NEW BUSINESS: UPS Foundation Grant application in the amount for \$15,000 has been submitted. The Library's FY23 budget was presented and discussed with the Town's Executive Assistant, Human Resources, and Finance Department Heads. DRA, Inc.'s architect was contacted to resume the Library's feasibility study discussion. The Library will close for the following holidays and observances: Christmas Eve, Christmas, New Year's Eve, and New Year's Day.

MISCELLANEOUS: Library closings due to inclement weather will consider Town Hall closing practices. Hudson's BID will decorate the Library's main entrance with holiday lights.

NEXT MEETING: The next meeting is on December 15, 2021, at 2 PM.

Meeting adjourned: 3:10 PM.

Motion to adjourn by Mr. Desmond; seconded by Mr. Capobianco.

Respectfully submitted by Aileen Sanchez-Himes