

**Hudson Public Library
Board of Library Trustees Minutes
December 15, 2021**

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

Meeting called to order: 2:08 PM.

MINUTES: November 26, 2021, minutes reviewed and approved.

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

REPORTS/DISCUSSIONS:

Communications & Publicity – Social media posts and Canva designs created for library events were distributed.

Expenditures – The Library budget was reviewed and discussed. The Library's overall expenses are nearly half spent as expected.

Statistical Report – The Library's statistics were reviewed and discussed. Digital content and children's books are high interest material as noted in circulation statistics.

Friends of the HPL – The Friends of HPL approved two museum pass renewals, the Museum of Science and the Boston Children's Museum. Library logo t-shirts are gaining interest and will be discussed at the next Friends' meeting.

Director's Report – Budget: The Library received its initial State Aid Award for FY22. The FY23 Select Board budget hearing is scheduled on Monday, January 24, 2022.

Personnel: PT staff received a 2% COLA for FY22. Annual longevity pay was awarded to eligible FT staff. The Assistant Director's official start date was Monday, December 13, 2021. Programs, Services, & Outreach: MBLC funded hotspots are available; Hudson newspapers between 1883 and 1939 are being digitized for public access; One Book, One Hudson is in progress; this year's Grinch Party included two photo sessions for children and families; a book club interest survey was shared with the Life Enrichment Coordinator during an Artisan book club discussion. Library Operations: A One Book, One Hudson Committee was established to plan and develop all aspects for 2022's event. On Monday, December 13, 2021, the Library closed to power wash the building. Building Maintenance: On Thursday, December 2, 2021, the elevator was inspected and received a 90-day certificate. Staff restroom and Children's Room storage area are monitored due to occasional condensation.

OLD BUSINESS: Grant notification from the UPS Foundation is pending. FY23 budget hearing is scheduled for Monday, January 24, 2022. Interest in pursuing a feasibility study has resumed. The Library will close on December 24, 25, 31, and January 1 for the holidays.

NEW BUSINESS: Assistant Director is easing into position. The Library will partner with UMass Lowell in a Portuguese American Digital Archives Project (PADA) in 2022. Capital improvement request was submitted for thorough power washing in FY23. Conflict of Interest acknowledgement and certification are due. One Book, One Hudson will tentatively begin Monday, January 3, 2022 and includes book discussions, in-house programs, films, and activities.

MISCELLANEOUS: Author Michael Tougias' name was shared as a consideration for a future author talk.

NEXT MEETING: The next meeting is on January 19, 2022, at 2 PM.

Meeting adjourned: 3:28 PM.

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

Respectfully submitted by Aileen Sanchez-Himes