

**Hudson Public Library
Board of Library Trustees Minutes
March 16, 2022 at 2:00 PM**

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

Meeting called to order at 2:02 PM.

MINUTES: February 16, 2022 minutes reviewed and approved. *Motion to accept by Ms. McCormack, seconded by Mr. Desmond.*

REPORTS/DISCUSSIONS

Communications & Publicity - The Book Page magazine was handed out.

Expenditures - The remaining balance for the digital content line is primarily for end of year renewals. Book budget spending is going accordingly. The only concern is the price of heating fuel which has increased.

Statistics - Overall circulation is up 4%, but has not completely rebounded to pre-Covid circulation statistics.

Friends of the Hudson Public Library - Fundraising strategies were discussed. Membership renewals for the Isabella Stewart Gardner Museum & Davis Farmland passes were approved.

Director's Report - Budget: The Finance Committee approved the Library's FY23 budget. The capital request to power wash the building was tabled. Final budget approval will take place at the Town Meeting. A balance of \$1,495 remains from 2019's engineering consulting services to complete the data analysis and summary. *Motion to pay this balance with State Aid money by Mr. Desmond, seconded by Ms. McCormack, and unanimously approved.* Personnel: The Assistant Children's Librarian position is vacant and being revised as a result of Ms. Moore's promotion to the Collection Management and Resources Librarian. Upon approval of the revisions, the vacancy will be advertised. Library Services: Library services have resumed except for public faxing due to telephone issues. An additional Morning Book Club is in development. Programs & Outreach: One Book, One Hudson was well received by patrons. Summer reading preparation has begun. UMass Lowell's PADA Project archivist will visit the Library on Tuesday, 3/29/22. The Boston Bruins Pajama Drive ends this month. Library Operations: ARPA funding requests were submitted and a follow-up request will prioritize needs. Materials and equipment ordered via the Friends UPS grant are in progress. Collective bargaining topics will be submitted next week. Building Maintenance: The Library is experiencing telephone connection issues and a surge protection warning in the janitor's area.

OLD BUSINESS

Among the ARPA requests are integrating the Library's website with the Town of Hudson website.

As part of the feasibility study, the library architect consultants are awaiting to review the results and summary analysis from the engineer's report.

NEW BUSINESS

The Finance Committee asked Ms. Sanchez-Himes about expectations for future staffing needs. Additional and substitute staffing would help with service desk shortages.

The Library's annual report for the Town is nearly complete.

Revisions to the Assistant Children's Librarian position were discussed and approved.

MISCELLANEOUS

The Library's strategic plan will be a 3-year plan rather than a 5-year plan. Reducing the weight of the collection in the Library's addition and re-appropriating library material expenditures were discussed.

NEXT MEETING: The next meeting is on April 20, 2022 at 2 PM.

Meeting adjourned at 2:53 PM. *Motion to adjourn by Mr. Desmond; seconded by Ms. McCormack.*
Respectfully submitted by Lisa Aucoin