

**Hudson Public Library
Board of Library Trustees Minutes
October 20, 2022 at 4:30 PM**

Present: Tom Desmond, Mary McCormack, Chris Capobianco, Aileen Sanchez-Himes, and Lisa Aucoin
Meeting called to order at 4:35 PM.

MINUTES: September 15, 2022 minutes reviewed and approved. *Motion to accept by Mr. Desmond, seconded by Ms. McCormack.*

REPORTS/DISCUSSIONS

Communications & Publicity - The Board reviewed social media from the Children's Room programs, a news article about our Library Page's Eagle Scout Storywalk Project, and flyers about Portuguese Storytimes. The BID's support in advertising Library programs on its digital sign was noted.

Expenditures - No issues except with utilities, which will be ongoing.

Statistics - Video game numbers are still increasing. The Board discussed ways to promote museum passes and increase usage.

Friends of the Hudson Public Library - The Friends will hold its fall book and bake sale and will schedule times when books and baked goods are accepted. The Lobster & Meat Shoot raised about \$2,100. The Friends Board Members were re-elected at the last meeting. Museum pass renewals will be voted on twice per year.

Director's Report - Budget: The trustees approved the use of \$55,000 in ARPA funds for two structural engineering projects. Request for Select Board approval is scheduled for the 10/31 meeting. Personnel: The interview committee has completed interviews and recommends two candidates. Shannon Gillespie was approved at the 10/17 Select Board meeting and Mary Kim's recommendation is scheduled for the 10/31 meeting. A Library Page position has become available resulting from the promotion of Andrea Bradford. Library Services: A new microfilm machine has been purchased. The Library acquired two self-checkout stations. Faxing services have been restored. Programs and Outreach: The Library has partnered with Hudson teachers to provide Portuguese storytimes, with the Rotary Club for a scarecrow contest and a pumpkin stroll, and Green Hudson for Climate Action Week. The Library will participate in Downtown Trick-or-Treat and Town Hall Trick-or-Treat. A Ukrainian refugees' presentation with Dr. Brian Lisse is scheduled in November. Library Operations: DPW has been notified about delayed openings during and closures during inclement weather. Weeding continues. Program statistical categories will align with state reports. Two cultural council grants were submitted, one for a Ukulele program and another for a gaming program. Building Maintenance: Administrative staff continue to manage library cleaning. The elevator certificate is up-to-date. Heating has been turned on and serviced. A musty odor in the Children's Room is being investigated.

OLD BUSINESS

The Trustees voted to close the Library on the day after Thanksgiving and to close all day on Christmas Eve when it falls on a weekend or close at 1 PM on a weekday.

NEW BUSINESS

The Financial Report has been submitted to the state. The Library qualifies for state aid. The FY24 Library budget will be discussed with Tom Gregory on 11/10 at 11 AM, and with the Finance Committee next spring. The proposed Strategic Plan will be emailed to the Trustees by 11/7 and considered at the next meeting. The Library will be adopting a Fine Free policy. Specifics will be voted on at the next meeting.

MISCELLANEOUS

The Library plans to participate in the Christmas Stroll. The Library will explore TV monitors or alternative solutions for virtual meetings in the Tavares Room.

NEXT MEETING: The next meeting is on November 17, 2022 at 4:30 PM.

Meeting adjourned at 5:58 PM.

Respectfully submitted by Lisa Aucoin