

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

Present: Tom Desmond, Maryalice McCormack, Nancy DelVecchio, and Aileen Sanchez-Himes

Meeting called to order: 2:13 PM

MINUTES: December 16, 2020 minutes reviewed and approved.

Motion to accept by Mr. Desmond; seconded by Ms. McCormack; 2-0.

REPORTS/DISCUSSIONS:

Communications & Publicity – Reviewed and discussed; the Hudson Cultural Council will meet and review grant submissions.

Expenditures – Reviewed and discussed; e-books will be purchased with funding from the library's print materials, budget line item.

Statistical Report – Library statistics were reviewed and discussed; increase noted in month-to-month circulations including e-books and Hudson Sun database usage.

Friends of the HPL – There is interest in the treasurer's position; potential for a spring book sale was discussed; Museum of Science membership check payment was cancelled.

Director's Report – Budget: FY22 library budget approval is scheduled for the Board of Selectmen's meeting on January 25, 2021; Personnel: Part-time library page appointment has been submitted for Board of Selectmen's approval; recent hires are in training and getting acclimated with the Library; thank you to library pages, Andrea and Matthew, for assisting with two children's programs; Library Services: Due to increased COVID-19 cases in Hudson, the Library returned to curbside and door-to-door services; the Library provided 332 curbside transactions and received 1,011 patron visits in December; Reference and Circulation Departments continue to assist patrons with e-books and e-resources; Programs & Outreach: Library virtual programs continue and are well attended including storytimes, puppet shows, STEM activities, and book clubs; local author, Jake Marrazzo, with read and discuss his book in January; and Door-to-Door Service is beginning to increase.

Library Operations: Weeding continues; purchasing and acquisitions are current; collections are being updated for enhanced user experience; reduced library services are reflected on the Library's website; Building Maintenance: Library's air filters will be replaced; malfunctioning alarm codes reported and corrected; pipe leak reported and under mitigation.

OLD BUSINESS: Library returns and book drop discussion revisited; items are quarantined for 72 hours; book drop is open for returns on Wednesday and Saturday; importance of book drop signage and awareness for patrons was shared.

NEW BUSINESS: The Board of Selectmen approved the hiring of two part-time library pages; the appointment of another part-time library page is scheduled for the Board of Selectmen's meeting on Monday, January 25, 2021; the library

will serve as a donation site, collecting pet toys for a Girl Scout troop community project; request for approval of a 15-minute parking space in front of the library will be presented to the Town's Internal Traffic Committee on January 22, 2021; Conflict of Interest Law Summaries are due by the end of January 2021.

MISCELLANEOUS: None to report.

NEXT MEETING: Next meeting is February 17, 2021, at 2 PM.

Meeting adjourned: 3:09 PM

Motion to adjourn by Mr. Desmond; seconded by Ms. McCormack; 2-0.

Respectfully submitted by Aileen Sanchez-Himes