

**Hudson Public Library  
Board of Library Trustees Minutes  
February 17, 2021**

Present: Tom Desmond, Maryalice McCormack, Chris Capobianco, Nancy DeVecchio, and Aileen Sanchez-Himes

Meeting called to order: 2:05 PM

**MINUTES:** January 20, 2021 minutes reviewed and approved.

*Motion to accept by Ms. McCormack; seconded by Mr. Capobianco; 3-0.*

**REPORTS/DISCUSSIONS:**

Communications & Publicity – Reviewed and discussed; American Heritage Museum Library Pass was featured in the Hudson Sun; the Library welcomed Hudson author, Jake Marrazzo, for a special author talk and reading of his debut picture book.

Expenditures – Reviewed and discussed; conference travel and dues membership funds totaling \$1,000 will be reallocated to purchase printer toner and office supplies; advertising funds previously budgeted for job postings will be expended on publicity and printing.

Statistical Report – Library statistics were reviewed and discussed; increases and decreases coincide with library services during a pandemic as expected.

Friends of the HPL – The Friends of the HPL did not meet. Trustee McCormack will explore a donate button for the Friends of the HPL.

Director's Report – Budget: The Library anticipates a spring date to meet with the Town's Finance Committee to review the FY22 budget. Funding sources for library programs were discussed along with sponsorship and donations for 2021 summer reading programs and prizes. Personnel: Union contract expires in 2022; bargaining topics will be submitted to the Union and the Town. Three vacancies remain to be filled prior to the end of this fiscal year. Library Services: Curbside statistics have increased by 60.8% from December to January. Remote assistance continues, Door-to-Door Services are gaining interest, and tax forms are available via curbside. Programs & Outreach: The Library partnered with local libraries to offer a travel series program, Senior Center distributed library delivery service brochures, a non-Hudson group expressed interest in joining the Library's book clubs, and social media engagement is increasing. Trustee Chair, Tom Desmond, recommended a virtual coffee hour to share library updates and events. Library Operations: Staff are actively marketing library services and collections. Collection improvements are in progress, and summer reading plans have begun. Building Maintenance: The Children's Room water leak resulted from steam pipe. Facilities and plumbing services are working to resolve the issue.

**OLD BUSINESS:** Girl Scouts collecting pet toys project is complete; the Internal Traffic Committee unanimously approved the 15-minute parking space; and Conflict of Interest Law requirements have been submitted to the Town Clerk.

**NEW BUSINESS:** The Library will receive an initial state aid award of \$17,749.33. Tentative plans and a date to reopen the Library were discussed; library reopening plan with revisions will be shared at the next Trustees Meeting.

**MISCELLANEOUS:** None to report.

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

Meeting adjourned: 3:16 PM

*Motion to adjourn by Mr. Desmond; seconded by Ms. McCormack; 3-0.*

Respectfully submitted by Aileen Sanchez-Himes