

Town of Hubbardston
Board of Library Trustees
Meeting Minutes
November 4, 2021, 7PM

Members present: Josephine Amato, Morgan Brinker, Krista Goguen, Tom Robinson, Connie Strittmatter.

Also present: Chris Barbera, Interim Library Director, and Bob Cronin.

Call Meeting to order by Josephine Amato at 7:02 PM

AGENDA:

- **Library Director's report**

Facebook numbers continue to increase. Circulation drop in total number in collection due to weeding monthly weeding program addressed our the Juvenile Non-fiction, Early Reader, Juvenile Fiction, W-Z Fiction and Halloween Collection. We opened for trick or treating on Halloween from 5 pm to 7 pm. We had four high school volunteers step up and pass out candy and temporary tattoos to the children. Our Story Time Leader has submitted her letter of resignation. The family is moving out of the area. I will prepare an updated job description for posting.

The Donations account includes Road Race profits and donations in memory of David Greenleaf.

- **Discuss, elect and welcome Bob Cronin as our newest Trustee**

Bob was appointed by the Select Board and has been sworn in to fill the vacant term until June 2022.

The Trustees will plan a recognition for Johanna Henning's service to the library board.

- **Meeting minutes for October 2021**

Motion to approve Morgan, 2nd Connie. All approve the motion to accept the minutes.

- **Gary Kangas, Hubbardston Historic Society displays**

Interested in partnering with the library on possible display of Historical Society materials. Will invite Gary to future meeting.

- **Status report on library building work**

Tom will meet with the electrical contractor as soon as he is available.

Tom will schedule a follow up meeting with MJ Altobelli re landscaping of library property.

- DPW trees and building update
Tree was removed from the parking lot the week before Halloween.
- **Developing and reviewing of library facility use policies.**
Revise opening statement to make it clear this is the library building.
Jonas Clark donated the building to the town for the library and town office.

Discussion of allowable use.

Use limited to non-profit, education or library-invited presenter. Strategic plan states the Library is “living room for the town”. To support this we should have a use policy.

Small, local educational, cultural groups may be able to meet at the library at the Director’s discretion. We can include suggestions for alternative meeting rooms at Hub Center School and in the town office. We will finalize the draft for a vote at the December meeting. We will also discuss the Volunteer policy.

Future Agenda items:

- Discussion/ideas about ADA compliance
- Discussion of activities for 150th anniversary
- Further Grants research information/discussion

Discussion of Open Meeting requirements for laptop used at the meeting.

Tom - Motion. Trustees will relocate working documents to a Trustees Google drive and purchase a ChromeBook for the purpose of maintaining minutes and documents.end. This computer can also be used by the library director or staff at the director’s discretion. All approved. Can use the supplies budget.

Motion to adjourn Morgan, 2nd Connie. All approved 8:00 pm

Respectfully Submitted, Krista Goguen

Next Meeting: 7:00 PM, December 2, 2021