

Town of Hubbardston
Board of Library Trustees
Meeting Minutes

Thursday, August 4, 2022, 7:00PM

Members Present: Josephine Amato, Morgan Brinker, Bob Cronin, Tom Robinson, Krista Goguen. Members Absent: Connie Strittmatter. Also Present: Chris Barbera, Library Director, Natalia Wilder and Nancy Jackson.

Vice Chair Tom Robinson called the meeting to order at 7:02 pm at the Library

AGENDA:

- **HPL Scholarship - Recognition of recipients**

Tom congratulated scholarship recipient Natalia Wilder, who attended with her grandmother Nancy Jackson. The other 2022 scholarship recipients are: James Pitney and Ryan Trotter.

- **Library Director's report**

Curbside Pickup 0; Patrons 305 ; New Cards 3

Volunteers: 2 with a total of 5 visits 15: hours for the month

Facebook Totals:

Facebook Page Reach July 658 / June 2110 / May 807 / April 5465 / March 2912 /

Facebook Total Page Likes July 735 / June 735 / May 725 / Apr 721 / Mar 713 /

Page followers July 825 / June ? / May 810 / Apr 805 / Mar 797

Checked in to our location July 178 / June 177 / May 173 / Apr 173 / Mar 173

Most popular posts #1 The Places You'll Go 782 / #2 Old Growth Forests 776

Instagram: Page Reach July 16. followers July 26 / June ? / May 18 / Apr 16 / Mar 12.

Wifi connections July 71 / June 134 / May 128 / Apr 101 / Mar 124

Library Numbers: Some library measures are down for summer. 305 patrons, fewer than last month but items circulated increased, with patrons checking out more books.

Items Circulated from Hubbardston July 1232 / June 1138 / May 1569 / Apr 1607 / Mar 1404 / Feb 1030 / Jan 1121 / Dec 964 / Nov 1306 / Oct 1201 / Sept 681

All Items Circulated at Hubbardston July 1211 / June 1076 / May 1477 / Apr 3997 / Mar 3652 / Feb 955 / Jan 1176 / Dec 1117 / Nov 1462 / Oct 1382 / Sept 918

Requested Holds July 269 / June 219 / May 104 / Apr 132 / Mar 213 / Feb 228 / Jan 233 / Dec 175 / Nov 246 / Oct 249 / Sept 199

Total Number of Patrons registered at Hubbardston 1426

Total Number of Items February 12,753

Overdrive Total Checkouts from Hubbardston Patrons FY2021 4,544 (not updated)

For July 483 / June 437 / May 449 / Apr 381

The Senior Book Club met and discussed “The Last Flight” by Julie Clark. There were 9 in attendance. The August book club selection will be the “Spymaster” by Brad Thor. The display in the Adult Reading Room for July was “Easy, Breezy Beach Reads”, while the Children’s room display continued to highlighted the Summer Reading Program “Read Beyond the Beaten Path” On July 19th Storyteller Rona Leventhal entertained 7 attendees with her “Travelin’ Shoes” Program. She will return in October with two Halloween themed storytelling for teens and tweens. On July 23rd Davis Bates returned with “the Places You’ll GO” program, and we had six attendees. Gabbie has been hired by the town as custodian, with a six-month probationary period. She will be cleaning the library three hours a week. I have not received an update in budget numbers from the town accountant at the time of preparing this report. The new fiscal year budget numbers have not yet been updated pending finalization of the school budget.

Question: What is Overdrive? CW Mars uses the Overdrive vendor for ebooks and audiobooks used by CWMars. Libby is the app owned by overdrive that is used to access ebooks and audio on cell phones and devices

- **Meeting minutes for July 2022**

Morgan motioned to accept the July meeting minutes, Bob 2nd. All accepted.

- [COVID Employee Premium Pay](#)

Trustees received information about the Town’s COVID Employee Premium Pay for library employers. Chris emailed information to alert trustees about the town’s COVID employee premium pay. Toni Walker worked for both the library and the BOS. March 2020 - June 15 2021.

- **Road race 2022 update**

No update.

- **Website software upgrade**

Piper’s Web is website manager. Many libraries use this vendor. They will be upgrading to a more user friendly editor so Chris will be able to directly edit the library website instead of sending them the updates.

There is a one time \$800 fee for the upgrade. The annual \$600 fee will not change.

- **Discussion of activities for 150th anniversary**

This is also the 25th Road Race.

The Anniversary Display Subcommittee met with 4 members on July 27. The plan is to create posters on various aspects of the library’s history, e.g. the building, programs, people, Jonas Clark, Road Race, Decertification/Recertification and acknowledgement of the value of the library donations account (partially funded by the Road Race). Tom got historical photos from Gary Kangas and a copy of the deed from Clark to the library. Documents and photos can also be displayed on the computer to show at road race and in the library. In addition to State funds and Town funds, donations are used for additional expenses and scholarships. Tom will investigate uses of the library donation fund, such as

library computer, library furniture, Summer Reading programs, refurbishing and restoring the building e.g. removing tiles and refinishing the original floors.

The subcommittee will meet again on Monday August 8 at 5:30 to finalize the displays.

- o [President and Mrs. Grant presentation](#), library history exhibit, etc.

Chris will schedule this program for later in September or early October. We may need to use another venue, e.g. Senior Center or Center School.

- **Community CCTV Recording & meeting space discussion.**

To be discussed at a future meeting. Morgan will follow up with Town Cable Advisory Committee.

- **Library Budget, Trust funds, status of town awarded funds for repairs**

Town Administrator Ryan McClain is resigning this month and is unable to attend the Library Trustee meeting. Trustees hope to confirm the status of the unspent money the Town allocated for the library. Tom will meet with Ryan to confirm whether Town and CPC allocated funds carried over from the last fiscal year?

Future Agenda items:

- Consider running a raffle in December with donated prizes.
- Discuss of reinstating Hubbardston Library Friends Group
Chris got an email asking about the status of the Hubbardston Library Friends group. A Friends group existed in the past. Chris will follow up and invite the requestor to a future Trustee meeting. Trustees can liaison with Friends but not serve on the board.
- Discussion/ideas about ADA compliance
- Heat pump replacement discussion
- Continue review of library policies
- Further Grants research information/discussion including ALA

Motion to adjourn Morgan, Bob 2nd. All approve. 8:10 pm

Respectfully Submitted

Krista Goguen

Next Meeting:

7:00 PM, Thursday, September 1, 2022