Board of Library Trustees - Meeting Agenda

March 9, 2020

4:00 PM

Hubbard Memorial Library

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Appointments

Director's Report

New Business

- Vote on approval of February 6, 2020 Board of Library Trustees meeting minutes
- Review / vote on Challenged materials policy
- Review / vote on Inclement weather policy
- The annual Elevator Inspection and the Fire Alarm Inspection have both passed
- The library received notice that it is going to be inspected by the town Department of Inspectional Services sometime after 3/1/20.
- Signed up for Niche Academy database promotion tool
- Discuss Bluesky Consulting Staff Development offerings
- Followed up with Senior Center, Keystone Commons regarding Homebound Delivery surveys
- Called Westmass Eldercare re: Homebound delivery surveys 2/19
    - Talked with representative and she is in the process of working with their staff to coordinate delivery of flyers to Ludlow residents – 2/20
    - Provided copy of questionnaire to them – they will distribute to Ludlow residents
- Followed up with Police Department regarding Emergency Evacuation plan

Pat

- Attended School Committee Meeting regarding Challenged materials
- I have reached out to multiple contractors for quotes on painting projects
- Contacted Jamison Hedin at Ludlow High School and Jordan Funke at Baird Middle School (left message) regarding links to Hubbard Library databases from their respective sites
- Conducted outreach to Senior Center
    - Provided overview of databases, technology, programming, services

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Old Business

- The parking lot addition should happen in FY 20

Correspondence

- Staff news
- Bluesky Consulting workshop overview

Executive Session

Discussion: Open

The April 2020 meeting date/time has yet to be determined.

*Not all topics listed in this notice may actually be reached for discussion. In addition, the topics listed are those which the chair reasonably expects will be discussed as of the date of this notice.