Board of Library Trustees - Meeting Agenda

July 6, 2020

4:00 PM

RECEIVED
TOWN CLERK'S OFFICE
2020 JUL -1 P 12:08
TOWN OF HUDSON

Hubbard Memorial Library

Please be advised that by Order of the Governor- Order suspending certain provisions of the open meeting law, G.L. c.30A, § 20 which limits public access and allows remote participation

Patrick McGowan is inviting you to a scheduled Zoom meeting.

Topic: Library Board of Trustees Zoom Meeting

Time: Jul 6, 2020 04:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

https://zoom.us/j/99644438249?pwd=R1A0V2tiZUtGUzVVMzJVNEJwZmZKdz09

Meeting ID: 996 4443 8249

Password: library

Appointments

Director's Report

New Business

- Vote on approval of 6/15/20 meeting minutes
- Review and discussion of status of library re-opening plans.
  - Followed up with Health Dept. re: draft re-opening plan – all set at this point
  - Curbside delivery is going well
  - Virtual programming is currently taking place for children / YA audiences
  - We have started to return items effective 6/22
  - Union staff returned to work 24 hours per week as of 6/1/20
    - Increased union hours to 30 starting 6/22
- Facilities planning discussion.
  - DPW knocked over a light pole – Discussed and followed up with email to Mike Suprenant, DPW Director who has agreed to repair the pole.
  - Need to obtain bids for window restoration / and level of need for exterior windows / Program Room plaster from qualified restoration companies
    - Tim Wohlhueter, Squaw Hollow Restoration – presentation –
    - Peter Hamm, Historic Preservation Associates - presentation - http://www.historicpreservationassociates.com/about/

- Called Stacia Caplanson at Preservation Mass re: other funding sources – 6/19
  - Mass Preservation Projects Fund Grant Round 27 has yet to open. Website update should take place in late Summer / early Fall
    - January / February Application workshop
    - March 29 2021 application deadline
    - July 2021 award date

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TOWN OF LUDLOW

- Financial Status
  - FY 21 Budget approved
  - State Aid
  - Memorial Fund
  - Selma May Fund
- Called Dan at ML Schmidt for electrical service for Staff Workroom outlet problem – no power - 6/19, 6/22
  - Service call scheduled for week of 6/29 to avoid overtime fees
    - Resolved 6/30
- Called Mahan Slate Roofing and left message re: inspection – offered to invoice this service – 6/17
- Janitorial contract bids
  - Received three bids - $27,193, $44,400, $14,340
  - The contract will be awarded to T & S Professional Cleaning Service
- Solicited sprinkler inspection contract from Bay State Sprinkler – 6/16/20
- Left message with Ellie re: local history materials in town
- Review state aid changes
  - ARIS I starts July 1st with an extended deadline

Old Business

- Parking lot
- Need to follow up with Ludlow Police regarding Emergency Evacuation plan

Correspondence

- Financial Status document
- CW Mars network agreement FY 21

Executive Session

Discussion: Open

The next 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.