

**Board of Library Trustees of
Hubbard Memorial Library
24 Center Street Ludlow, MA 01056**

Meeting Notice: BOARD OF LIBRARY TRUSTEES

Date: Tuesday, December 3, 2024 @ 4:00pm

RECEIVED
TOWN CLERK'S OFFICE

2024 NOV 27 A 11: 50

TOWN OF LUDLOW

AGENDA

- Call to order / Pledge of Allegiance
- Approval of minutes of past meeting(s)
- Director's report.
 - Review of stats
 - I attended the CWMARS User's Council meeting, MMA webinar about holiday displays
 - I have joined the Age/Dementia Friendly Ludlow workgroup, a Ludlow Senior Center initiative.
 - Amanda attended the CWMARS Cataloging roundtable.
 - Pat has joined the CWMARS PR Task Force. He will assist them with Polish language translations.
- Unfinished business.
 - Flood restoration and mitigation
 - The new door installation is scheduled for December 3, 6-11 am, delayed opening at 10 am.
 - Olivia and I have begun ordering books to replace the ones lost in the flood.
 - Window restoration- Procurement opened sealed bids.
 - Masonry - passed BOS. Baker will schedule once BOS signs contract.
 - Roof - Paid with ARPA funds, work completed 11/19 by Titan. They found that the turret roof needs work. Obtaining for quote from Titan.
 - Meeting Room Policy Discussion.
 - Directory type Signage – Chuck's proofs all have braille, but not all need braille. Obtaining a new quote, it will be approximately \$4,000.
- New business.
 - Donation of \$25 from Water's Edge Condos. They recently used our Program Room for their annual meeting.
 - Library website discussion.
 - Sign / Bulletin Board policy.
 - FY '25 Budget
- Open Discussion
- Announcements.
- Executive session.
- Adjournment.

Note: The topics listed are those which the Chair reasonably expects will be discussed as of the date of this posted notice. Not all the topics listed in this notice may actually be reached for discussion.