



TOWN OF HUDSON

Library Board of Trustees



194 Derry Road • Hudson, New Hampshire 03051 • Tel: 603-886-6030 • Fax: 603-816-4501

Hudson Library Board of Trustees Approved Public Meeting Minutes For January 18, 2023

Present:

Trustee, Donna Boucher, Chairperson
Trustee, Mary Guessferd, Vice-Chairperson
Trustee, Barbara Blue, Treasurer
Trustee, Erin Henderson, Member-At-Large
Trustee, Flo Nicolas, Member-At-Large
Susan Gould, Alternate Trustee
Linda Pilla, Library Director
Kara Roy, Selectman's Liaison

Call to Order: Trustee Boucher called the meeting to order at 6:00 p.m. and led the pledge of allegiance.

Public Input: None. Karen Bohrer sat in on the meeting since she is considering running for Trustee at the next election in March.

Reports:

Motion by Trustee Blue to accept the Public Minutes of November 16, 2022. Seconded by Trustee Guessferd. All in favor. Motion passed.

Motion by Trustee Guessferd to accept the Public Minutes of December 28, 2022. Seconded by Trustee Blue. All in favor. Motion passed.

Motion by Trustee Guessferd to accept the Non-Public Minutes of December 28, 2022. Seconded by Trustee Blue. All in favor. Motion passed.

Correspondence: A thank you note from the Circulation Department thanking the Trustees for the Christmas party.

Treasurer's Report: Trustee Blue reported that 42.36% of the budget has been spent.

Acceptance of Donations

Motion by Trustee Blue to accept \$1590.95 in donations. Seconded by Trustee Guessferd. All in favor. Motion passed.

Liaison's Report: We are rolling into election season and there are various positions available. They can all be found on the Town website. Signup begins January 25 through February 3. You can go to Town Hall and get all the necessary paperwork. I hope I see a great turnout on February 4 at 9:00 a.m. at the Community Center for the Deliberative Session. This is when all of the Warrant Articles are

presented and you have the opportunity to change, amend or modify them. The majority of those present vote. I encourage everybody to attend.

Director's Report: See attached.

Friends Report: The Friends met last night. Our income is down and we are trying to increase our membership. Looking ahead we are going to do a nice program for National Library Week. We always recognize staff and bring in goodies and whatnot. We're looking forward to that and I know the staff appreciates it.

Department Heads' Meeting: The regular Department Heads meeting has been scheduled for 3:30 p.m. tomorrow. If a conflict comes up, it will be rescheduled for Friday at 3:30 p.m.

Old Business:

Vacation Policy:

Motion by Trustee Henderson to accept the new Vacation Policy as presented. Seconded by Trustee Nicolas. All in favor. Motion passed.

Pavilion Update: Director Pilla presented the Request for Proposal to the Trustees for the pavilion. Director will update the Trustees with any new developments at the next regular meeting.

Meal Break Policy:

Motion by Trustee Blue to accept the new Meal Break Policy as presented. Seconded by Trustee Nicolas. All in favor. Motion passed.

Job Descriptions: This item will be tabled until the next regular meeting.

Director Pilla informed the Trustees of a request from Alvirne High School asking if RML will store some of their Trustee paperwork. The Trustees do not believe storing documents for other Town Departments at RML is a good fit for the library.

The Lions Club gave the library a magnifying reader several years ago and would like to have it back if it is not being used. The library has 2 readers and Director Pilla has requested both be given to the Lions Club since neither one is in use.

Motion by Trustee Boucher to donate 2 magnifying readers to the Lions Club. Seconded by Trustee Blue. All in favor. Motion passed.

Trustee Comments:

We would like to pay our respects to Lieutenant Todd Berube of the Hudson Fire Department who lost his life in an accident last week. Our deepest respects go out to his family.

Consideration to enter into Non-Public Session.

Motion by Trustee Boucher to enter into Non-Public Session at 6:37 p.m., in accordance with RSA91-A:3 II (a), the dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1)

has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted.

Roll Call Vote

Trustee Boucher – Yes

Trustee Guessferd – Yes

Trustee Blue – Yes

Trustee Henderson – Yes

Trustee Nicolas – Yes

Returned to Public Session at 7:45 p.m.

Motion by Trustee Blue to seal the Non-Public Minutes of January 18, 2023. Seconded by Trustee Henderson. All in favor. Motion passed.

Meeting adjourned at 7:50 p.m.

Respectfully submitted,

Terri Cicia

Reporter

Rodgers Memorial Library

Rodgers Memorial Library Director's Report

Activities for December 2022

December 2022: Potlucks and parties and presents - oh my!

It was a strange month. We had a wonderful Christmas Party; there were crafts and cookie swaps and interactive movies; we had all kinds of computer issues. There was an icy day and a snowy day and a holiday and suddenly it was 2023!

The trustees had to cancel their regular meeting due to a lack of a quorum. They did schedule a special meeting to take care of some important issues. We have a new library page in the Children's Room Reilly Douglas joined the staff at the beginning of December.

The Town of Hudson Annual Report was completed and turned in on January 9, 2023.

PROGRAMMING REPORT SUMMARY

	<i>Events</i>	<i>Participants</i>	<i>Average</i>
Adult Programming Totals	19	268	14
In-person programming	17	169	10
Passive programming	2	99	50
Virtual programming	0	0	0
Outreach	0	0	0
Children's Programming Totals	25	853	34
In-person programming	20	377	19
Passive programming	5	476	93
Virtual programming	0	0	0
Outreach	0	0	0
Tween/Teen Programming Totals	14	198	14
In-person programming	5	28	6
Passive programming	9	170	19
Virtual programming	0	0	0

Outreach	0	0	0
School Outreach Totals	2	36	18
In-person programming	0	0	0
Passive programming	2	36	18
OVERALL TOTALS	60	1,355	23

ADULT/ALL AGES PROGRAMMING

Dungeons & Donuts continues to meet every Saturday. This event is cool because it is an intergenerational program that brings teens and adults together. Books & Booze had less people this month because the date of the meeting had to be moved last minute due to the restaurant closing early for their staff holiday party. December's adult book display was Christmas romances. It was *very* popular!

Program # of events	Target Age	Participants (average)	Description
In-Person Programs		17 events, 169 Total	
Stitchers Group	Adults	34 (average 11)	People come in to share their ideas, chat, and work on their current projects. <ul style="list-style-type: none"> • 12/2: 9 participants • 12/9: 12 participants • 12/16: 3 participants • 12/23: LIBRARY CLOSED • 12/30: 10 participants
Dungeons & Donuts	All ages	24 (average 8)	Patrons of all ages come to the library to play Dungeons & Dragons and eat delicious donuts. <ul style="list-style-type: none"> • 12/3: 8 participants • 12/10: 8 participants • 12/17: 8 participants • 12/24: LIBRARY CLOSED • 12:31: LIBRARY CLOSED
Evening Book Discussion (12/1)	Adults	9	"Stark Decency: German Prisoners of War in a New England Village" by Allan V. Koop (historical nonfiction)
Access Wisdom Book Club (12/8)	Adults	3	"Loving What Is" by Byron Katie (self-help)
Genealogy Club (virtual) (12/9)	Adults	14	Outside presenter Robert Cameron Weir discussed first steps in Scottish genealogy.
Holiday Cookie Swap (12/10)	Adults	14	Patrons brought in homemade cookies and left with a box of assorted cookies as well as a 3D

			printed snowflake ornament.
Decoding the Mystery of Cats (virtual) (12/13)	Adults	15	Feline behaviorist Stephen Quandt gave a presentation on unlocking the mysteries of feline behavior. This program was done in collaboration with other GMILCS libraries.
True Crime Podcast Club (12/14)	Adults	4	We listened to six selected episodes of Criminal.
Mystery Lovers Book Club (12/19)	Adults	12	"No. 1 Ladies' Detective Agency" by Alexander McCall Smith (mystery)
Afternoon Movie & Book Discussion (12/20)	Adults	14	"Dashing Through the Snow" by Debbie Macomber (holiday romance)
Books & Booze @ Luk's (12/20)	Adults	11	"In a Holidayze" by Christina Lauren (holiday romance)
Adult Craft (12/21)	Adults	15	Staff member Marissa Sweeney led a craft on making glitter ornaments. The Sweeney's are a very crafty family!
Passive Programs		2 events, 99 people	
Monthly Book Raffle	Adults	71 entries	"A Merry Little Meet Cute" by Julie Murphy and Sierra Simone (holiday romance)
Adult/Teen Make and Take	Adults/Teens	28	Staff member Chris Sweeney prepared 28 snowmen craft kits for adults and teens.
Virtual Programs		0 Total	
none			
Outreach		Total	
none			

CHILDREN'S PROGRAMMING

It's always a good time in the children's room! Christmas story times were very popular. It was a good thing we planned two of them. Cookie decorating was also very popular. We received cookie donations from Benson Bakery and Hudson Hannaford for this program.

We planned programs for the week of school vacation. The library was busy during the week, but the programs did not fill up and staffing was difficult. We may only plan one or two programs during the vacation next year. Pokémon club made another appearance and was well received. We will plan a Pokémon club for February and April vacations. We received a donation of beanie babies which we used for a raffle. SO many happy children. More than half of those who entered were able to choose a beanie baby to take home. We should consider this kind of passive program each time we take a break from programming (May, August, Dec/Jan).

We are starting to plan for summer reading. The theme this year is "All Together Now." We are going to plan our programming and decorations around a camp/camping theme. We are looking for ways to involve community organizations and create intergenerational opportunities.

Program # of events	Target Age	Participants (average)	Description
In-Person Programs		20 events, 377 Total	
Christmas Storytime 2 events	All Ages	67 people (average 34)	Family storytime with Christmas songs and stories <ul style="list-style-type: none"> • 12/15 6pm 32 people • 12/16 10am 35 people
Elf Interactive Movie	All Ages	10 people	Watch the movie Elf with props and songs and extra fun.
Hanukkah Storytime	All Ages	6 people	Family storytime with Hanukkah songs and stories
Pokémon Club	Grades K-4	24 people	Play the game, trade cards, create themed art.
Family BINGO	Families	26 people	

Family Mario Kart	Families	9 people	Kids played Mario Kart, then cheered on their grown-ups as they raced each other.
Adventurers Preschool Storytime Tuesdays @ 10	3-5 with caregiver	30 people	Songs, stories, and an activity with Ms. Tanya. <ul style="list-style-type: none"> • 12/6 Cookies 30
Movers & Shakers Wednesdays @ 10	1-3 with caregiver	27 people	Songs, story, bubbles, and movement with Ms. Tanya. <ul style="list-style-type: none"> • 12/7 27
Curious Kids Thursday @ 10 2 events	2-5 with caretaker	35 people (18 average)	Sensory playtime; three centers with various activities <ul style="list-style-type: none"> • 12/1 Sensory Snow 23 • 12/8 Snowflakes 12
Fab Lab Thursday @ 6 2 events	Grades K-5	22 people (11 average)	Activities for elementary kids. Some parents like to participate too. 12/1 Rainbow Tree Mural 15 12/8 Life Size Tree Painting 7
Songs & Snuggles Friday @ 10 2 events	Birth-1 with caretaker	13 people (7 average)	Songs and playtime <ul style="list-style-type: none"> • 12/2 5 people • 12/9 8 people
Drop-In Crafts 5 events	All Ages	108 people (average 22)	<ul style="list-style-type: none"> • 12/10 Winter Trees 17 • 12/14 Yarn Presents 10 • 12/15 Cookie Decorating 26 • 12/17 Cookie Decorating 30 • 12/27 Snowflake Suncatcher 25
Passive Programs		5 programs, 476 Total	
Take & Make 5 projects	Preschool & early elementary	318 people	Bagged craft to do at home. <ul style="list-style-type: none"> • Mitten 72 • Cozy Cat 100 • Reindeer Ornament 106 • Star of David 40
Beanie Baby Raffle	All ages	158 people	Beanie babies were donated by a patron. 93 children were able to take a special stuffed animal home. This was a VERY popular raffle. It was so nice that there were prizes for so many people. Everyone felt lucky!
Virtual Programs		0 Total	
none			

Outreach	0 event, 0 Total		
none			



TEEN/TWEEN PROGRAMMING

Tanya and Marissa have officially begun planning and running the tween programs. We have also begun weeding the tween collection. As for our teens, they continue to come to the library on a Daily basis. December's teen book display featured new nonfiction. It featured books that had a *Wednesday* vibe. Xenon and Marissa helped sculpt and paint Thing for this display as well as tombstones. Manga and graphic novels continue to be the most checked out collection in the teen section. I have also noticed that YA books that are trending on BookTok frequently get checked out.

Program # of events	Target Age	Participants (average)	Description
In-Person Programs		events, Total	
Teen Anime Club 2 events	Grades 8-12	13 (6.5 average)	<ul style="list-style-type: none"> 12/6: 6 participants 12/13: 7 participants
Teen Scene: Cake, Cocoa, and Spiderman (12/15)	Grades 8-12	8	Teens came to the library in their pajamas, with stuffed animals and cozy blankets to watch <i>Spiderman: No Way Home</i> and make no bake mug cake.

Tween Scene (12/2)	Grades 4-8	3	Tweens came to the library to play Candy Bar BINGO.
Tween Mario Kart Tournament (12/30)	Grades 4-8	4	Tweens came to the library to play Mario Kart and win prizes.
Passive Programs		Total	
Snacks 4 weeks	Teens	44 (11/week average)	Week 1 (12/1 - 12/2): 12 snacks Week 2 (12/5 - 12/9): 13 snacks Week 3 (12/12 - 12/16): 9 snacks Week 4 (12/19 - 12/23): 10 snacks Week 5 (11/28 - 11/30): NO SCHOOL
Cocoa 4 weeks	Teens	112 (28/week average)	Week 1 (12/1 - 12/2): 16 cocoas Week 2 (12/5 - 12/9): 39 cocoas Week 3 (12/12 - 12/16): 35 cocoas Week 4 (12/19 - 12/23): 22 cocoas Week 5 (11/28 - 11/30): NO SCHOOL
Dino the Therapy Dog (12/21)	All ages	14	Dino the Saint Bernard greets teens and other patrons at the library.
Virtual Programs		0 Total	
None			
Outreach		0 Total	
None			

SCHOOL OUTREACH

Hills Garrison School is writing letters to community members as part of a project for their all school read "The Circles Around Us." Patrons are invited to write back to these students. We are looking at planning a project to allow students to teach a craft to community members. They would use these crafts to decorate for the winter stroll, a community event planned for 2/23. Tanya is meeting with the second grade team on 1/10 @ 12:30.

Program # of events	Grade	Participants (average)	Description
In-Person Programs		Total	
None			

Passive Programs			0 Total
HGS Pen Pal Letters	2	36	Patrons wrote letters back to 2nd grade students. Completed correspondence with Ms. Pinardi and Ms. Forrence.
Virtual Programs			0 Total
None			

Reference Report - Mark Stawecki

MUSEUMS - No museums were in the double digits: not surprising considering the holiday season and end of the semester. The two highest checkouts were the NE Aquarium and the Museum of Science at seven checkouts. 35 total checkouts with 13 placed but not picked up.

The McAuliffe-Shepard Discovery Center kindly reduced our subscription from \$400 to \$200.

SOCIAL MEDIA

Rodger That! Google Analytics shows 160 users for average duration of about 2 seconds, 166 sessions. No new reviews were added.

YouTube We have 65 subscribers, one more than last month.

- There were 435 views total, watch time 5.5 hours
- No new uploads
- The top video seen in this period was again "Converting VHS to Digital in the Library," same as last month.

Facebook Total followers were 1,632 which is 50 less than last month.

- There were 35 posts.
- The post with the most Likes and Reactions (42) was a post advertising Hanukkah event. The post about Books and Booze and the most Reactions, Comments and Shares at 64.

Twitter Twitter uses a Last 28 Days summary, which was accessed on January 4th. We have 573 followers, one more than last month. This amount is holding steady.

- 33 Profile Visits, a drop of over 50%.
- 12 tweets total, one less than last month
- The top tweet with 3 impressions was generated for Wowbrary.

GENEALOGY The event was virtual for “First Steps in Scottish Genealogy” by Robert Cameron Weir. 14 people showed up out of 22 registrants. This is an average turnout for virtual. There were no genealogy requests.

OTHER Mark finished another draft of his Libby app tutorial and is awaiting feedback. He has also started putting together presentation on Disinformation to raise patron awareness.

Information Technology & Technical Services Report

Circulation Department - Dana Benner

Circulation:

- This report is the first where circulation figures will include Adult, Young Adult, Children and Tween. For that reason this will be the baseline moving forward and percentages will not be used in the circulation numbers for this report, but will be used going forward.
- Adult circulation for December was **2,149**
- Young Adult circulation for December was **266**
- Children circulation for December was **2,811**
- Tween circulation for December was **230**
- **Total Circulation: 5,456.**
- Foot Traffic was 4,380, down 5.6% from November.
- We issued **47** new patron cards in December. Total active patrons stands at 2,505
- We had **5** patrons utilizing our Books by Mail program.

Downloadable eAudiobooks, eBooks, and ePeriodicals

	December	November	Percent Change
eAudiobooks	841	831	1.2
eBooks	491	505	-2.8%
ePeriodicals	86	85	1.1%

Notary Service(s): 11 for December

Hours: The library was open **232** hours during December. We were closed **16** hours for Christmas and New Years

Interlibrary Loan

COMPARISON BETWEEN September AND August 2022		December 2022	November 2022	Percent Change
Materials requested by Hudson patrons	Requested		101	
	Filled		88	
	Percent filled		85%	
Materials lent by RML to other libraries	Requested		68	
	Filled		66	
	Percent filled		97%	

ILL numbers not available at the time of this report

Respectfully submitted,

Linda Pilla
Library Director