

# **TOWN OF HUDSON**



# Library Board of Trustees

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# Hudson Library Board of Trustees Approved Public Meeting Minutes For April 16, 2025

#### **Present:**

Trustee, Karen Bohrer, Chair Trustee, Margaret St. Onge, Treasurer Trustee, Mary Guessferd Linda Pilla, Library Director Bob Guessferd, Selectman Xen Vuraropulos, Selectman

#### **Excused:**

Trustee, Lisa Weber, Vice Chair Trustee, Ali Rafieymehr

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

Public Input: None

### **Reports:**

Motion by Trustee Guessferd to accept the Public Minutes of March 19, 2025. Seconded by Trustee St. Onge. All in favor. Motion passed.

Motion by Trustee St. Onge to accept the Non-Public Minutes of March 19, 2025. Seconded by Trustee Guessferd. All in favor. Motion passed.

Correspondence: None

**Treasurer's Report**: Trustee St. Onge reported that finances are all set and in order and the CD Acct. No: 4709 will be maturing on May 21, 2025.

### **Acceptance of Donations:**

Motion by Trustee Guessferd to accept \$948.00 in donations. Seconded by Trustee St. Onge. All in favor. Motion passed.

**Selectman Liaison's Report**: Selectman Guessferd commented that since he was not at the last meeting, he did not have much to report. He will get the liaison to the library sorted out to determine who it will be.

**Director's Report**: See attached.

**Friends Report:** The Friends will be meeting on May 20, 2025. They are doing a meet and greet at 9:00 on April 28 and 29. Books are coming upstairs in preparation for the 2<sup>nd</sup> Hand Prose book sale. There will be a future book donation date. Earth Day is next Tuesday and the Friends put together wild flower seeds to give out.

**Department Heads' Meetings**: The next meeting will be an all staff meeting scheduled for May 9, 2025 from 8-9 a.m.

#### **Old Business:**

**Strategic Plan**: The next meeting has been scheduled for April 23 at 6:00 p.m. via Zoom. It has been determined that the survey will not be mailed. There will be an online copy on the RML website, paper copies at RML, QR Code and on HCTV. There will be an initial report at the end of May. Survey is running in May once questions are decided on. The survey will run through Memorial Day.

**ADA Policy:** Trustees would like to proceed with the creation of an ADA Policy. Director Pilla will reach out the Town Attorney for advice on this policy.

### **By-laws Review:**

There are two Trustees who need to sign By-laws.

#### **New Business:**

### **Dismissal Policy:**

Motion by Trustee St. Onge to approve the Dismissal Policy with edits. Seconded by Trustee Guessferd. All in favor. Motion passed.

### **Fine Free:**

Motion by Trustee Guessferd to make RML permanently fine free. Seconded by Trustee St. Onge. All in favor. Motion passed.

#### **Trustee Comments**

**Trustee Guessferd:** I was thrilled to see fine free on the Agenda. It has been far too long since we addressed this. I'm really glad we are going fine free. Looking at all that has gone on this past month, it blows my mind. There are so many things happening. We have such great staff doing such wonderful things. The community is so much better for it. Thank you to the staff.

**Trustee St. Onge:** I am going to give a shout out to Marissa who is putting up the rainbow display in the children's room. I don't know how they come up with unique, always different, always creative and colorful and eye catching ideas. I'm sure the children always enjoy that it is not the same old thing every time they walk in. I shared a comment on Facebook that everyone in the library is very welcoming. As

soon as you walk in, there is somebody to greet you. It is not because I am a Trustee. I see them do it to everybody who walks in. If you feel down and blue because of all the rain storms and you want to go someplace welcoming and warm, come to the library.

**Trustee Bohrer**: I don't know what to add to that because I agree with everything you said. I'm a frequent user of the library as well. I agree that the children's room is delightful. Yesterday when I was in, I patted Dino the therapy dog. It was great therapy. When the survey for the Strategic Plan is released, please respond. We would like to hear your comments and willingness to participate.

Future Agenda Items: Policies and Hills Building future use and maturing CD.

Next regular meeting is scheduled for May 21, 2025.

Motion by Trustee Bohrer to enter into non-public session at 6:45 p.m. in accordance with RSA 91-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 Bohrer – Yes Trustee Guessferd – Yes Trustee St. Onge – Yes

Returned to public session at 7:55 p.m.

Motion by Trustee Guessferd to adjourn at 7:55 p.m. Seconded by Trustee St. Onge. All in favor. Motion passed.

Respectfully submitted,

Terri Cicia Recorder Rodgers Memorial Library

# **Rodgers Memorial Library Director's Report**

#### Activities for March 2025

Other than several cases of respiratory illness among library staff members and their families, March was a relatively quiet month. We were privileged to attend the Celebration of Life Service for Susan Dufault. Library staff also met with David Wagner on March 7, to discuss RML's Strategic Plan.

The Hudson Town Meeting saw the reelection of Margaret St. Onge and the election of Ali Rafieymehr to the Board of Library Trustees. The town budget passed and the Hudson Select Board welcomed Xen Vurgarolulos as the newest Selectman.

The Library Board of Trustees met for their Annual Meeting on March 19. Karen Bohrer was elected as the new Chair of the Board, Lisa Weber as the Vice-Chair and Margaret St. Onge as the new Treasurer.

Activities for the Library Director in March:

Trustee orientation for Ali Rafieymehr
PSA filming at HCTV - for RML Strategic Plan
Director's Phone Call to discuss NH State Library funding
GMILCS Retreat prep
ULAC meeting

Regular activities - Mystery Lovers' Book Club; Tuesday evening "It's a Good Yarn" group

Regular Department Heads meetings - 03/13, 03/27 Town of Hudson Senior Department Heads meeting - 03/12, 03/26 Monthly Library Board of Trustees meeting - 03/19 Strategic Planning phone calls - 03/04, 03/17 Regular monthly GMILCS Executive and Full Board meetings - 03/20

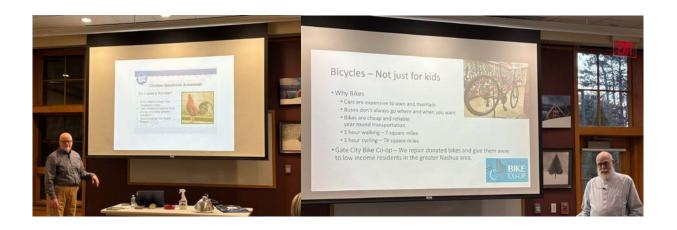
# PROGRAMMING REPORT - Tanya Moesel with Carrie Loring, Marissa Sweeney, and Maggie Chesna

PROGRAMMING REPORT SUMMARY	Events	Participants	Average
Adult Programming Totals	29	292	10
In-person programming	26	247	10
Passive programming	1	40	40
Virtual programming	2	5	3
Outreach	0	0	0
Children's Programming Totals	35	1185	34
In-person programming	26	763	29
Passive programming	9	422	47

Virtual programming	0	0	0
Outreach	0	0	0
Tween/Teen Programming Totals	14	71	5
In-person programming	14	71	5
Passive programming	0	0	0
Virtual programming	0	0	0
Outreach	0	0	0
School Outreach Totals	0	0	0
In-person programming	0	0	0
Passive programming	0	0	0
OVERALL TOTALS	78	1548	20

# ADULT/ALL AGES PROGRAMMING

Our Sustainability Series continued in March with two presentations and a craft. Gene Harrington from Nashua Farmers' Exchange shared a presentation on Backyard Poultry. He talked about different breeds of chickens, how much and how often they lay eggs, what to expect, and what you'll need to keep them happy and healthy. John Burkitt came to share his mission at Gate City Bike Co-op, fixing up donated bikes and giving them away to people in need. While sipping mocktails, Marissa guided our guests in decorating a reusable tote bag with rhinestones. Carrie has received positive feedback on each of these events and looks forward to our final three programs in the series in April and May.



Program # of events	Target Age	Participants (average)	Description
In-Person Programs			26 events, 247 total
Library Jeopardy (3/11)	Adults	6 people	Join us for a fast-paced, library-themed version of the classic game show Jeopardy! Test your knowledge across a variety of categories, from literature and history to science, pop culture, and more. Whether you're a trivia expert or a casual

			player, this event is for all skill levels.
How to Plan the Perfect, Stress-free Vacation (3/26)	Adults	15 people	Planning a vacation should be exciting, not overwhelming! In this presentation by Erica Tomaszewski, you'll learn step-by-step how to choose the perfect destination, find the best deals, and create a stress-free itinerary. Whether you're booking a family getaway, a romantic escape, or an adventure-packed trip, these expert tips will help you travel smarter and make unforgettable memories!
Sustainability Series: Rhinestone Tote Bags (3/27)	Adults	12 people	Design your own (stencils will also be provided) tote bag with rhinestones and enjoy a mocktail.
Sustainability Series: Backyard Poultry (3/13)	Adults	11 people	Tonight we will be joined by Gene Harrington from Nashua Farmers' Exchange for an informative session on the basics of backyard poultry!  Discover the joys of raising chickens
Zentangle Inspired Luck 2 events	Adults	13 people (average 7)	We'll tangle a beautiful tile, then shape into a 3D ornament. I'll bring the supplies, and walk you through the project. By the end of class, you'll have a small piece of art to hang in your home. These 3D ornaments unfold so you can mail them to loved ones.  • 3/5: 9 people • 3/6: 4 people
I Pass as White by William "Tex" Pointer (3/6)	All ages	3 people	In this presentation, you will hear passion from Tex's daughter, Laura Pointer, as she reads from his book and shares some of his stories. You'll hear of racism and heartache, and how one man dealt with it.
Sustainability Series: Gate City Bike Co-op (3/25)	Adults	4 people	John Burkitt from Gate City Bike Co-op joins us tonight to share his mission and present ways we can come alongside to help.
Stitchers Group 4 events	Adults	52 people (average 13)	People come in to share their ideas, chat, and work on their current projects.  • 3/7: 11 participants  • 3/14: 13 participants  • 3/21: 14 participants  • 3/28: 14 participants
Dungeons & Donuts (3/1)	All ages	3 people	Patrons of all ages come to the library to play Dungeons & Dragons and eat delicious donuts.
A Good Yarn 4 events	Adults	62 people (average 16)	Whether you're a seasoned pro or just starting out, everyone is welcome to join us for A Good Yarn.  • 3/4: 14 people • 3/11: 15 people • 3/18: 16 people • 3/25: 17 people
Rodgers Readers (3/6)	Adults	9 people	My Grandfather Would Have Shot Me: A Black Woman Discovers Her Family's Nazi Past by Jennifer Teege and Nikola Sellmair

Mystery Lovers Book Club (3/10)	Adults	17 people	The Last Drop of Hemlock (The Nightingale Mysteries, Book #2)
Access Wisdom Book Club (3/13)	Adults	3 people	Atomic Habits: An Easy & Proven Way to Build Good Habits & Break Bad Ones by James Clear
Genealogy (3/14)	Adults	1 person	Due to speaker cancellation, we will hold a group research session.
Afternoon Book Group (3/18)	Adults	16 people	The Mystery of Mrs. Christie by Marie Benedict
Characters & Cocoa (3/18)	Adults	1 people	Characters & Cocoa is a monthly support group for writers to socialize and talk about the craft.
Crime & Cookies: True Crime Podcast Club (3/19)	Adults	4 people	A compilation of stand-alone stories from Swindled of corporate evil, religious corruption, con artists and other shady characters on deck for this session. The motivation behind these stories: GREED.
Cookbook Club (3/31)	Adults	6 people	"The Snowy Cabin Cookbook"
Read 'Em & Eat (3/31)	Adults	9 people	The Dead Romantics by Ashley Poston
Passive Programs			1 events, 40 total
Monthly Book Raffle	Adults	40 entries	A Killing Cold by Kate Marshall
Virtual Programs			2 events, 5 total
Introduction to Artificial Intelligence (3/2)	Adults	4 people	Curious about artificial intelligence and how it's shaping our future? Join us for a presentation on what A.I. is and what it can be used for. This program is designed for those curious how A.I. can affect their lives. All computer skill levels welcome!
Virtual Tax Class with 603 Legal Aid (3/18)	Adults	1 person	In collaboration with other GMILCS libraries - This class includes a presentation that provides a clear and accessible introduction to the basics of the American tax system, designed for individuals seeking to understand fundamental concepts such as how taxes work, key filing requirements, and common tax forms. This session aims to simplify the tax process and empower attendees with essential knowledge to navigate the US tax system confidently.

### CHILDREN'S PROGRAMMING

The children's room continues to be busy! Our regular storytime programs are full. We have planned an additional preschool storytime for Friday afternoons starting in the fall. Patrons have enjoyed Saturday programs and evening programs as well. We have our summer presenters and programs planned. We are working on our program for summer reading promotion at school as well as all the details of the summer reading challenge and our summer programs. We will visit all the elementary schools during their library time May 19th through June 6th. We will take a break from programming in May to make time for school visits and summer reading preparations.

We were very excited to introduce a cookie tasting for National Oreo Day! We invited adults to join us for this one and many took us up on our offer of free cookies. We also partnered with NHVoices to offer free developmental screenings for families through a program they call Books, Blocks, and Balls. In April we are partnering with the Lions Club to offer vision screenings.



Program # of events	Target Age	Participants (average)	Description
In-Person Programs		26 events, 76	
Marble Run Wednesday, 3/26 4pm-7pm	Families	25 People	Come play with our Marble Run!
Leprechaun Traps Saturday, 3/22 11am	Families	23 people	Families are invited to drop-in any time between 11:00am and 12:00pm to create a Leprechaun Trap.
Curious Kids: Green Sensory Stations Friday, 3/14 10am	Families with children aged 2-6	23 People	Explore learning centers with your preschooler.
Moon Sand Souvenirs Thursday, 3/13 6pm	Grades 1-5	9 People	Grades 1-5 can create their own souvenirs with our homemade recipe of moon sand.
Chalk Shamrock Saturday, 3/8 10am	Families	36 People	Use a stencil and chalk to create your own shamrock masterpiece.
National Oreo Day: Oreo Ranking Thursday, 3/6 10am-6pm	All Ages/Families	52 People	Taste-test an array of Oreo flavors to celebrate National Oreo Day! Rank your favorites and we'll see which flavor comes out on the top
Books, Blocks, & Balls with NH Family Voices Wednesday, 3/5 9:30am-11:30am	Families	60 People	Join NH Family Voices for this interactive family event. Screenings will be available to help parents learn about their child's development and how to advocate for the child effectively.
Tulip Painting Tuesday, 3/4 6pm	Families	7 People	Families are invited to create a beautiful tulip painting using a unique art instrument: a fork!
Family Storytime Saturday, 3/15 10am	Families	12 People	Join us for stories, songs, and bubbles.
Adventurers Storytime Tuesdays 10am, 4 sessions	Ages 3-5	178 People (45 average)	Join Ms. Tanya for stories, songs, games and activities    3/4 47  3/11 45  3/18 36  3/25 50
Movers and Shakers Wednesdays 10 & 10:30, 8 sessions	Ages 1-3	257 People ( 32 average)	Join Miss Marissa for stories, songs, games and activities  3/5 26, 28 3/12 23, 45 3/19 31, 35

			• 3/26 37, 32
Postpartum support group First Thursdays 3/6: 10am	Families	20 People	Focus on Lead Poisoning Prevention through United Way.
Songs and Snuggles Thursdays 10am, 3 sessions	Ages Birth-18 Months	52 people (18 average)	Join Ms. Tanya for songs, snuggles, and baby free play  3/13 18 3/20 16 3/27 18
Dino Tuesdays 4pm, 1 sessions	All Ages	9 people	Come visit Dino. He's a giant St. Bernard who loves to be pet. Dino is a licensed therapy dog.  • 3/4 Canceled • 3/11 Canceled • 3/18 9 • 3/25 Canceled
Passive Programs			9 programs, 422 Total
Passive Programs  Take & Make	Preschool & early elementary	311 participants	9 programs, 422 Total  Bagged craft to do at home.  • 25 Pot of Gold coloring sheets  • 25 St. Patty's Day coloring sheets  • 80 build-a-bunnies  • 30 ducks  • 50 fire prevention kits  • 14 "Sprinkle Kindness" doughnuts  • 40 clams  • 47 TP roll flowers
	early	_	Bagged craft to do at home.  • 25 Pot of Gold coloring sheets  • 25 St. Patty's Day coloring sheets  • 80 build-a-bunnies  • 30 ducks  • 50 fire prevention kits  • 14 "Sprinkle Kindness" doughnuts  • 40 clams

# TEEN/TWEEN PROGRAMMING

With slightly warmer weather and longer days, we have more teens visiting the library after school. Not all the teenagers are interested in our programs, but they are often seen studying, relaxing, and checking out books. Next year, we plan to set up a Teens Only lounge space after school every day.

Program # of events	Target Age	Participants (average)	Description
In Person Programs			14 events, 71 Total
Teen Hangout Mon- 3/3, 3/10, 3/17, 3/24, 3/31	Ages 13-18	70 total	Snacks, crafts, and games for teens with weekly themes/activities.

Tues- 3/4, 3/18, 3/25 Thurs- 3/6, 3/13, 3/20, 3/27 2pm (These numbers include teens who also came on Wednesdays and Fridays)		(5 Average per day each week)	<ul> <li>UNO 0, 8, 11</li> <li>Lincoln Logs 6, no school Tues., 8</li> <li>Calm-Down 5, 12, 3</li> <li>Pringles 2, 4, 7</li> <li>CD Art 4, T &amp; Th in April</li> </ul>
Teen Nintendo Trivia Friday, 3/14 2:30pm	Ages 13-18	0 people	Test your knowledge of Nintendo games during Teen Nintendo Trivia!
Tween De-Stress Sesh Rescheduled to Tuesday, 3/25 7pm	Grades 4-8	1 person	Grades 4-8 are invited to relax by doing calming activities such as making calmdown bottles, stress balls, and mindful breathing tools.

# Drawing made by a teen during Teen



# SCHOOL OUTREACH

Tanya made plans to promote summer reading in all three elementary schools.

- Hills Garrison will be visiting RML during their scheduled library time 5/19-5/23.
- Marissa and Maggie will take turns visiting NWES to promote summer reading during their regular library time 5/27-6/2.
- Tanya will visit ELC to promote summer reading 6/2-6/6.

We are working with the English departments at HMS and Alvirne to see if we can promote summer reading there as well. It is on their next department meeting agendas.

Program # of events	Target Age	Participants (average)	Description
In Person Programs			

# **REFERENCE REPORT - Linda Pilla**

### Museums

Export Analytics: George H. and Ella M. Rodgers Memorial Library

Type	Name	Reservations
Museum	Aviation Museum of New Hampshire	1
Museum	Boston Children's Museum	6
Museum	The Butterfly Place	7
Museum	Children's Museum of New Hampshire	7
Museum	Currier Museum of Art	3
Museum	Discovery Museum	10
Museum	Isabella Stewart Gardner Museum	3
Museum	McAuliffe-Shepard Discovery Center	3
Museum	Museum of Fine Arts Boston	4
Museum	Museum of Science	11
Museum	New England Aquarium	16
Museum	New Hampshire State Parks	1
Museum	Salem Witch Museum	1
Museum	Seacoast Science Center	2
Museum	SEE Science Center	6
Museum	Zoo New England	3
	TOTAL	. 84

# **Non-Library Programs**

GROUP	DATE	ATTENDANCE
VITA	Mar, 1,3,8,10,15,17,22,29,31	final number to be tabulated
Rotary Club	Mar 13, 27	12, 10
GFWC	Mar 5	7
Workshop Children's Museum of NH	Mar 12	6
Hannah Dustin Quilt Guild	Mar 20	12
Hudson Democrats	Mar 20	19
NHLA Paralibrarian Workshop	Mar 21	14

Total attendance = 80 + unknown number of people who received tax assistance

Study Rooms	39 instances, 86 attendees
Study Carrels	7 instances unknown attendance
Patron PCs	

# IT/Tech Services Report - Victoria Sandin

**Routine Tasks** 

**Google Business Profile** 

#### **GOOGLE SEARCH**

From Google Business: Performance.

#### Business Profile (BP) Interactions (vs. February 2025)

Interactions are when people: Call, message, and/or ask for directions and more from our Business Profile on Google.

Rodgers's BP interactions compared to last year at this time:

- Overview: **1274**, **+8.6%** (vs March 2024)
- Calls (calls made from our BP):139, +6 %
- Directions (direction requests made from our BP): 204, +12%
- Website clicks (website clicks made from our BP): 931, -6%%

### **Business Profile (BP) Views**

Views show how many people saw our BP on Google Search or Maps.

Views: 1,848, +20%

#### **Business Profile (BP)**

**Searches** show the terms people used that returned our BP in the results.

Searches: 1,078, +19%

### March

Traffic numbers and phone calls increased significantly this month due tax preparation services.

### 3-Month Fic and NonFic circ stats to date: Dec24, JanFeb25

- This report tracks NEW NonFiction and Fiction book checkouts over a 12-week period.
- The books below were available for checkout Dec 4, 2024 Feb 4, 2025
- Nonfiction titles are sorted from most to least checkouts and include the name of the librarian who ordered the item(s).

3 full months nonfiction circulation numbers 4 1 2025 0 31 5 .xlsx 3 full months fiction circulations 4 1 2025 0 31 6 .xlsx

#### Website

There were 53 changes to the website in December 2024.

### Telephone calls

Incoming: 813Outgoing: 336Total: 1149

### **Technology Tickets**

We responded to 21 requests for IT help from staff

### Library H3lp (chat program)

• 7 chats using the website Chat app.

### Princh (wireless printing)

199 print jobs

# **Technical Services**

Additions (physical items): 374

Better World Books: 14

• Changes to GMILCS items: 93

Deletions/Withdrawals: 86

Mending: 113

• OCLC records obtained: 37

# **March CIRCULATION REPORT - Dana Benner**

# SPECIAL EVENTS/NEWS

# Library visitors - 6,177 (We had 5,483 visitors in February)

Notary Service(s): 27

**Hours:** The library was open **236** hours during March. We were open 204 hours in February. We issued 73 new patron cards in March. The total number of active patrons stands at 8615.

We had 3 patrons utilizing our Books by Mail program.

# Circulation

	Feb 2025	Mar 2025	Increase/Decrease	Mar 2024	Mar 2025	Increase/Decrease
Adult	2,622	2,858	9%	3,298	2,858	-13%
YA	310	427	38%	315	427	36%
Children's	3,568	3,544	0.6%	3,586	3,544	-1%
Tween	325	326	even	272	326	20%
TOTAL	6,825	7,155	4.8%	7,471	7,155	-4.2%

Downloadable eAudiobooks, eBooks and ePeriodicals

	Feb 2025	Mar 2025	Percent Change
eAudiobooks	1,154+84=1,238	1,263+89=1,352	9%
eBooks	630+118=748	645+129=774	3%
ePeriodicals	344	333	3%

# Kanopy updated

	Feb 2025	Mar 2025	Percent Change/ Notes
Visits	322	259	-20%
Pages	454	321	-29%
Plays	98	31	-68%
Total # users	142	146	new users 80

# **Interlibrary Loan**

		Feb 2025	Mar 2025	Percent Change
Materials	Requested	111	85	-23%
Requested by	Filled	66	82	24%
Hudson patrons	Percent filled	59%	96%	
Materials lent by	Requested	71	95	34%
RML to	Filled	59	82	39%
other libraries	Percent filled	83%	86%	

**GMILCS** 

# **Statistics**

Mar 2025 - RML is currently a <u>net borrower</u> of GMILCS items as our patrons borrow more items that originate from other GMILCS libraries than we send to the other member libraries. These numbers also reflect the books borrowed for the 5 book groups in the library. These numbers will fluctuate from month to month.

RML as Assigned Library	653	RML items checked out at other libraries     Does not include RML items circulated from RML     Number is for items circulated.
RML patron Circulations	7,091	Checkouts and Renewals by RML Patrons at all

		GMILCS libraries
RML as the loaning library (items from other libraries checked out at RML	946	-Items from other libraries checked out at RML - Does not include RML items circulated from RML - Number is for items circulated.

Respectfully Submitted,

Linda Pilla Library Director