

Board of Library Trustees Meeting
Hubbard Memorial Library
September 6, 2018

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TOWN OF LUDLOW

Attendees: Chris Davis, Robert Mishol, Patrick McGowan and Elaine M. Karalekas.

Meeting was called to order at 3 p.m.

New Business;

1. Bob and Chris approved the June 2018 minutes.
2. Digital Literacy, trial subscription obtained, a subscription will be not be pursued because it is specific to a school population.
3. Pleased with the awarded LSTA IdeaLab grant in the amount of \$15,000, which Patrick, July, and Sam worked on.
 - a. It is a Federal grant running from 10/1/18 – 9/30/19.
 - b. Arthur Evans, will be acting as a consultant
 - c. July and Sam attended the meeting with MBLC Grant Specialist Lyndsay Forbes on 9/6/18.
 - d. Key elements will be coding and robotics kits for pre-teens and teens, which allow for multiple users at the same time.
 - e. The grant compliments our current Makerspace programming.
 - f. Gareth Mannion is a student providing additional support for the grant.
4. ARIS 1 has been completed.
5. ARIS 11, in progress, is due by 10/5/18.
6. Pat is working with Pasha Black, Director of the Ludlow Area Adult Learning Center, to develop an ESL conversation group at the library.
7. Executed the three year contract for Director's position
8. Boiler inspection passed and the certificate has been posted.
9. Local 566 Union three year contract is being drawn up by the town.
10. At the 9/13/18 staff development, Marcello will provide a tutorial on the use of the media cart.
11. The Video Editing Class I has been developed. The library now offers: Intro to Digital Photography, Photo Editing I, and Video Editing I for digital media lab instruction.

Old Business

1. HVAC bid-in process with the town
2. Parking lot addition should take place in FY20.
3. Proposed circulation policy was unanimously voted on by the trustees.
4. Additional shelving has been obtained for the lower level.

Meeting stopped for Executive session at 4:10 and resumed at 4:25.
Next meeting will be on Tu. 10/10/18 at 1 p.m.

Respectfully submitted by
Elaine M. Karalekas

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