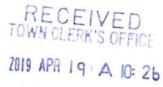
## Board of Library Trustees Meeting Hubbard Memorial Library September 6, 2018



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

TOWN OF LUDLOW

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.
- ARIS 1 has been completed.
- 5. ARIS 11, in progress, is due by 10/5/18.
- Pat is working with Pesha 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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