

**Board of Library Trustees
Hubbard Memorial Library
24 Center Street Ludlow, MA 01056
Meeting Notice: BOARD OF LIBRARY TRUSTEES
Date: Tuesday, January 9, 2024 @ 4:00pm**

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TOWN OF LUDLOW

AGENDA

- Call to order.
- Approval of minutes of previous meeting(s). [vote]
- Correspondence.
 - Strategic Plan Acceptance letter from MBLC
- Director's report.
- Unfinished business.
 - Lobby furniture redesign – learned of some other vendors from another library director.
 - Meeting room policy discussion.
 - We hired a new library page for the youth room. Her name is Bridget Schneider; She began on 12/26.
 - Accepted a quote from MASSCOR for the window seat cushions in the reference room and the program room in the amount of \$2,673.40. They are a MHEC vendor. This is a completed project outstanding from summer 2021.
- New business.
 - We have an employee out on medical leave 12/18-1/16.
 - 250th Committee requests staff participation in 250th events. What could we reasonably offer?
 - Youth Dept. conducted 8 program evaluations during the vacation week. When asked “Did you enjoy the program?”, most participants said they “loved it”. We had positive feedback except for parking and too many people in meeting room space. We will continue to look into improving area parking and unfortunately require registration and limit the number of participants in library programs.
- 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.