

**Board of Library Trustees of  
Hubbard Memorial Library  
24 Center Street Ludlow, MA 01056**

**Meeting Notice: BOARD OF LIBRARY TRUSTEES**

**Date: Tuesday, February 4, 2025 @ 4:00pm**

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TOWN OF LUDLOW

**AGENDA**

- Call to order / Pledge of Allegiance
- Approval of minutes of past meeting(s)
- Director's report.
  - Review of stats
- Unfinished business.
  - Historic Window Restoration Project update / discussion
  - Meeting Room Policy discussion, [probable vote].
- New business.
  - Elevator Inspection failed, on 90-day certificate.
  - L-2 Library Technician opening due to a resignation. Must be posted internally first.
  - Rename the Library Technicians to Paralibrarians [vote & sign letter].
  - Library Annual Report to the Town
  - Review new Town of Ludlow Remote Work Policy
- Open Discussion
  - Parking, there have been several complaints and altercations in the parking lot recently stemming from a lack of parking and/or not having a pick-up/drop-off zone with a patron nearly calling the police.
- Announcements
- Correspondence – Massachusetts Board of Library Commissioners postcards and Federal Funding handout.
- 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.