

TOWN OF HUDSON

Library Board of Trustees





816-4501

Hudson Library Board of Trustees Approved Public Meeting Minutes For January 15, 2025

Present:

Trustee, Mary Guessferd, Chair Trustee, Karen Bohrer, Treasurer Trustee, Margaret St. Onge Trustee, Lisa Weber Linda Pilla, Library Director

Excused:

Trustee, Erin Henderson, Vice Chair Selectman, Dillon Dumont

Call to Order: Trustee Guessferd called the meeting to order at 6:03 p.m. and Trustee Weber led the pledge of allegiance.

Public Input: None

Reports:

Motion by Trustee Bohrer to accept the Public Minutes of December 18, 2024 with edits. Seconded by Trustee St. Onge. All in favor. Motion passed.

Motion by Trustee St. Onge to accept the Non Public Minutes of December 18, 2024. Seconded by Trustee Weber. All in favor. Motion passed.

Correspondence: None

Treasurer's Report: All finances are in order and there was nothing unexpected. Budget is just under 50% spent and we are on track for library spending.

CD Update: The 4-month CD matures on January 21, 2025. Trustee Bohrer recommends rolling the CD over for an additional 4-month period.

Motion by Trustee Bohrer to roll over the TD Bank CD maturing on 1-21-25 for an additional 4 months. Seconded by Trustee Weber. All in favor. Motion passed.

Acceptance of Donations:

Motion by Trustee Bohrer to accept a \$100 donation from Pat Panchaud. Seconded by Trustee Weber. All in favor. Motion passed.

Selectman Liaison's Report: None

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Director's Report: See attached.

Director Pilla reported that there have been several staff loses in the past month. Marguerite Grant retired on December 13, 2024 after twelve years of service. Marguerite worked in our Technical Services Department and brought her years of IT experience, particularly SQL management. The department staff are evaluating the gaps that have been left by Marguerite's retirement and will make a recommendation regarding hiring a new part-time employee. At the same time Marguerite retired, Suzanne Nault also handed in her notice. Sue, a retired librarian, reviewed item records from our collection to ensure they met GMILCS standards and were accurate.

Our Circulation Department was sorry to see Tracy Hayword leave after just one year. Tracy left us to take a position in the Pelham School District which provided a better fit for her family's needs.

Friends Report: The Friends' next meeting has been scheduled for January 21, 2025.

Department Heads' Meetings: Meetings have been scheduled for January 23, 2025 and February 13, 2025.

Old Business:

Strategic Plan: The quotes received for consulting services are very high. Trustees have authorized Director Pilla to negotiate pricing with local consultant.

Hills Building Update: The boiler room has been repaired with fire board, mud and paint. A check from Primex has been mailed to Town Hall in the amount of \$8,067.96. Director Pilla will contact Town Hall to see if check has been received. Primex will be sending a final payment for claim in the amount of \$5,475.02. If additional repairs are needed, Director Pilla will contact Primex.

Motion by Trustee Bohrer to accept a check from Primex in the amount of \$5,475.02 for the Hills Building repairs. Seconded by Trustee Weber. All in favor. Motion passed.

Policy Update:

Motion by Trustee St. Onge to approve the Bereavement Policy as presented. Seconded by Trustee Bohrer. All in favor. Motion passed.

New Business: None

Trustee Comments

Trustee St. Onge: I have two comments. First I would like to thank the person behind the scenes, Terri, who is so awesome in getting all our minutes written and given to us so we are all prepared for our meetings. I really appreciate everything that she does. She does an awful lot to make sure we are on task. Also, I would like to share with the public that there is a program coming up in February about sour dough bread starter. I just want to explain to people how fabulous and popular our library is. I signed up for this program thinking this would be a fun thing to do. I was on the phone with a friend saying we should get together and go to the program together. She sent me a text back saying she was number 33 on the waiting list. I suggest to everyone to take a look at the library's calendar and if you see something, don't hesitate to sign up because these programs fill up quickly.

Trustee Bohrer: I would like to encourage people who have an interest in volunteering for the library to throw their hats into the ring for election to the Board. We have two vacancies coming up in the spring election. If you are thinking of it, I encourage you to file as a candidate for the March election.

Trustee Guessferd: The filing period for running is January 22-January 31, Monday through Friday 8:00 a.m. to 4:30 p.m. The Town Clerk's office will be open until 5:00 p.m. to accommodate everybody. There are two positions opening on this Board.

Trustee Weber: I would like to remind everyone there is a craft donation day today and all day tomorrow. If you donate a craft, you will get a ticket to get first dibs on selecting new crafts. I started out filling a small box of crafts I do not need, now I am up to a big box. I think it's a wonderful idea. I like the sustainability programs that we are doing. It's really wonderful. I would also like to ask my fellow Trustees if they are going to the NHLTA Conference on May 1, 2025 at the Double Tree Hotel in Manchester, NH. I was unable to go last year but I'm determined to go this year.

Future Agenda Items: Policies, Sealed Non-Public Minutes

Next regular meeting is scheduled for February 19, 2025.

Motion by Trustee Bohrer to enter into non-public session at 6:36 p.m. in accordance with RSA 91-A:3, II(l) Consideration of legal advice provided by legal counsel, either in writing or orally, to one or more member of the public body, even where legal counsel is not present. Seconded by Trustee Guessferd. All in favor. Motion passed.

Roll call vote:

Trustee Guessferd – Yes Trustee St. Onge – Yes Trustee Bohrer – Yes Trustee Weber - Yes

Returned to public session at 7:28 p.m.

Meeting adjourned at 7:28 p.m.

Respectfully submitted,

Terri Cicia Recorder Rodgers Memorial Library

Rodgers Memorial Library Director's Report

Activities for December 2024

Activities for the Library Director in December:

Was absent for one week (Ireland visit) - family emergency Strategic Planning met with potential consultants

Regular Department Heads meetings - 12/12

Tuesday evening "It's a Good Yarn" group

Mystery Lovers' Book Club

Monthly IT meeting

Regular monthly GMILCS meeting

Participated in the regular Programmers' meeting

Wrote the RML Annual Library report for the Town of Hudson

The GMILCS test of the effect of releasing new titles to the full consortium at 2 months has continued with some interesting results. RML holds a total of three copies of the summer best-seller "Sandwich" by Catherine Newman. Copy #1 circulated 7 times. Copy #2 was released to the consortium early as there were a lot of non-Hudson holds and circulated 6 times. Copy #3, part of our "Lucky Day" collection and not able to be reserved at all, circulated 12 times!

PROGRAMMING REPORT - Tanya Moesel

with Carrie Loring, Marissa Sweeney and Maggie Chesna

PROGRAMMING REPORT SUMMARY	Events	Participants	Average
Adult Programming Totals	28	331	12
In-person programming	24	243	10
Passive programming	2	72	36
Virtual Programming	2	16	8
Outreach	0	0	0
Children's Programming Totals	35	953	27
In-person programming	27	593	22
Passive programming	8	360	45
Virtual Programming	0	0	0
Outreach	0	0	0
Tween/Teen Programming Totals	12	26	2
In-person programming	12	26	2
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	75	1309	17

ADULT/ALL-AGES PROGRAMMING

December is always a great month for craft programs. We had a good turnout at our two paper ornament events. Carrie demonstrated about six different ornaments of varying difficulty to the attendees and then gave individual help as needed while everyone worked on their projects. The Friends of the Library assembled 27 kits for a Take & Make wine cork Christmas Tree, which was quite popular judging by how quickly they disappeared. We also had our annual Cookie Swap with 21 in attendance and an abundance of delicious treats. Carrie is looking forward to kicking off a Sustainability Series featuring several monthly events, as well as social media posts encouraging simple, economical, and responsible living.

Program # of events	Target Age	Participants (average)	Description
In-Person Programs			24 events, 243 total
Craft Night: Paper Ornaments (12/3)	Adults	12 people	Join us for an evening of paper crafting. We'll make a variety of ornaments, have some tea or cocoa, and get you in the holiday spirit.
Crafternoon: Paper Ornaments (12/4)	Adults	14 people	Join us for an afternoon of paper crafting. We'll make a variety of ornaments, have some tea or cocoa, and get you in the holiday spirit.
Zentangle Flower 2 events	Adults	12 people (average 6)	We'll tangle a beautiful tile, and then shape it 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. 12/3: 6 people 12/5: 6 people
Technology Petting Zoo (12/9)	All ages	2 people	Come sample different devices at our Technology Petting Zoo. This unique event invites you to explore and engage with a variety of fascinating gadgets. Get hands-on with a metal detector. Experience the magic of home automation with a Roomba as it cleans the space around you. Sample a reading magnifier to help with low vision. Come ready to explore and learn more about how these technologies work.

Holiday Trivia and Sing-Along (12/20)	Adults	4 people	Have you been rushing around getting all the last-minute shopping, baking, and wrapping done? Why not take a break and unwind for a bit? Come join us for an hour of Christmas trivia, tunes, and fun!
Stitchers Group 4 events	Adults	47 people (average 12)	People come in to share their ideas, chat, and work on their current projects. • 12/6: 12 participants • 12/13: 14 participants • 12/20: 10 participants • 12/27: 11 participants
Dungeons & Donuts 2 events	All ages	12 people (average 6)	Patrons of all ages come to the library to play Dungeons & Dragons and eat delicious donuts. • 12/7: 5 participants • 12/21: 7 participants
A Good Yarn 3 events	Adults	31 people (average 10)	Whether you're a seasoned pro or just starting, everyone is welcome to join us for A Good Yarn. • 12/3: 10 people • 12/10: 11 people • 12/17: 10 people
Rodgers Readers (12/5)	Adults	7 people	The Art Thief by Michael Finkel
Access Wisdom Book Club (12/12)	Adults	6 people	Radical Acceptance: Embracing Your Life with the Heart of a Buddha by Tara Brach
Cookie Swap (12/20)	Adults	21 people	Our Annual Cookie Swap! Make 4 dozen cookies and take home a wonderfully delicious cookie assortment!
Mystery Lovers Book Club (12/16)	Adults	17 people	Hercule Poirot's Christmas by Agatha Christie
Read 'Em & Eat (12/30)	Adults	14 people	Practical Magic by Alice Hoffman
Afternoon Book Group (12/17)	Adults	15 people	Emma by Jane Austen
Crime & Cookies: True Crime Podcast Club (12/18)	Adults	4 people	Even the Royals
Stitchers' Circle with Oonagh Williams (12/14)	Adults	22 people	A monthly get-together to stitch cross-stitch, blackwork, embroider, etc.

Characters & Cocoa (12/17)	Adults	3 people	Characters & Cocoa is a monthly support group for writers to socialize and talk about the craft.
Passive Programs			2 events, 72 total
Monthly Book Raffle	Adults	45 entries	We Solve Murders by Richard Osman
Take and Make Wine Cork Christmas Tree	Adults	27	Take home this kit to assemble your own Christmas tree.
Virtual Programs			2 events, 16 total
Genealogy Club (12/10)	Adults	12 people	Land records are important in genealogical research because they can provide detailed information about an ancestor's property ownership, location, and movements over time. They can help establish family relationships, trace migration patterns, and confirm dates and places of residence. These records often include names, signatures, and other identifying details that can lead to discoveries about family members and their social and economic status. This class will explore where to find the records and what we might discover. Presented by Joleen Aitchison. This event is in partnership with Derry Public Library.
Culturally Curious: Snowy Scapes and Celebrations	Adults	4 people	Through the years, artists have created works both grand and intimate, religious and secular in response to the "most wonderful time of the year." Enjoy this special overview of the variety of ways artists have captured the magic of the season. This program includes works by Grandma Moses, Salvador Dali, and Andy Warhol.

CHILDREN'S PROGRAMMING

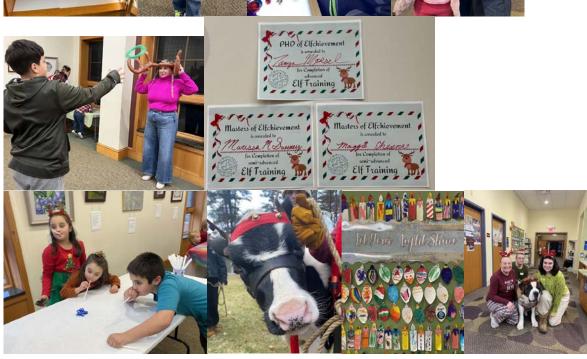
Holiday programming and holiday books were very popular in December. Our Christmas storytimes were full of waiting lists. We tried a new program this year that we called "Elf Training." We adapted the idea from the Derry Library. People who came had a wonderful time playing reindeer games and making crafts. We are discussing shortening the borrowing period for holiday books since one patron can borrow a bunch of Christmas books and keep them out for the entire season without giving someone else a chance. Our Christmas collection was depleted for most of the month.

Our Adventurers Storytime is full to overflowing. We are trying to think of a solution for allowing more participants. We need to add a second session, but it's difficult to figure out how to do that and still have time for programming for other age groups and other library tasks. We're working on finding a solution. Maggie will be shadowing Tanya's storytimes over the next month.

Passive programming continues to be popular as well. We are offering opportunities to decorate the library in

addition to our regular take & make-crafts and scavenger hunts. Over the next month, we will begin planning for our summer program: Color Your World. We are looking into planning a color run as our kick-off event. We are trying to be diligent in collecting our reference interactions. You can read about them in this spreadsheet.





Program # of events	Target Age	Participants (average)	Description
In-Person Programs		27 events, 59	
Elf Training Thursday 12/19 All day, 6 sessions	Families	93 people (16 Average Rounded)	Complete all the stations and graduate from Elf training: Reindeer Games, Candy Cane Golf, and Crafting Frenzy. • Morning 28 (18, 10) • Afternoon52 (32, 20) • Evening 13 (7, 6)
Christmas Calves Thursday 12/19 3 pm	Families	41 people	Come visit the calves from Alvirne Farm on the library lawn.
Baby Playgroup Thursday 12/19 10 am	age 0-18 months	15 people	Drop-in playtime for babies and their caregivers. Regular Songs & Snuggles Lapsit Storytime will return on January 9th.

Christmas Storytime Tuesday, 12/17 10 am	Families	54 people	Join Ms. Tanya for Christmas songs and stories. Wear your pajamas and bring a favorite stuffed animal.
Christmas Storytime Wednesday, 12/18 6 pm	Families	8 people	Join Ms. Tanya for Christmas songs and stories. Wear your pajamas and bring a favorite stuffed animal.
Creation Station: Kapla Blocks Friday, 12/13 & 12/14 10 am, 2 session	Families	31 people (15 Average)	Build something amazing with our Kapla blocks. • 20 • 11
Jingle Bell Stations Wednesday 12/4 6 pm	Families	19 people	Jingle bell activities
Glitter Ornaments Thursday 12/5 6 pm	Families	25 people	Make your own glitter ornament for ages 4 and up!
Family Storytime with Cows Saturday, 12/7 10 am	Families	56 people	Join us for stories, songs, and bubbles. Calves from Alvirne visited.
Adventurers Storytime Tuesdays 10 am, 2 sessions	Ages 3-5	84 people (42 average)	Join Ms. Tanya for stories, songs, games, and activities 12/3 42 12/10 42
Movers and Shakers Wednesdays 10 & 10:30, 4 sessions	Ages 1-3	123 people (31 average)	Join Miss Marissa for stories, songs, games, and activities • 12/4 35, 27 • 12/11 36, 25
Postpartum support group First Thursdays 110 am10am	Families	Cancelled For snow	Gather with other postpartum parents and newborns to talk about how you're healing, what thoughts and feelings you're exploring, and learn together.
Songs and Snuggles Thursdays 10 am	Ages Birth-18 Months	7 people	Join Ms. Tanya for songs, snuggles, and baby free-play 12/12 7 participants
Dino Tuesdays 4 pm, 4 sessions	All Ages	37 people (9 Average)	Come visit Dino. He's a giant St. Bernard who loves to be petted. Dino is a licensed therapy dog. 12/3 Cancelled 12/10 7 12/17 6 12/24 9 12/31 15
Passive Programs	Passive Programs		8 programs, 359 Total
Take & Make	Preschool & early	198 participants	Bagged craft to do at home. • 60 Mice

	elementary		 45 Bears 35 Snowflakes 40 Candy Cane Craft 18 Dreidels
Scavenger Hunt	Families		10 Gingerbread men, 10 Dreidals
Let your light Shine Green Board Display	Everyone	162 participants	Color an Ornament or a Candle.

TEEN/TWEEN PROGRAMMING

We held a successful movie night for tweens. Our teen numbers are still low. We have a handful of teens who regularly spend time in the library, but most of them are not interested in teen space. We are looking into ways to promote the library through the high school so teens are aware that this is a safe and fun place to hang out.

Program # of events	Target Age	Participants (average)	Description
In-Person Programs	n-Person Programs		12 events, 26 Total
Teen Hangout Mon- 12/2, 12/9, 12/16 Tues- 12/3, 12/10, 12/17 Thurs- 12/5, 12/12 Fri-12/20 2 pm	Ages 13-18	20 total (2 Average)	Snacks, crafts, and games for teens with weekly themes/activities. • Lego Station 4,0,2 • Hot Chocolate 0,3,3 • Wood ornaments 4,1,3
Teen Neon Signs Friday 12/13 2:30 pm	Ages 13-18	0 people	make your own neon sign with a VHS tape or canvas.
Tween Anime Club Friday 12/6 3 pm	Grades 4-8	0 people	.Come watch anime, eat pizza, relax, and color.
Tween Pajama, Movie, & Hot Cocoa Night! Tuesday 12/17 6 pm	Grades 4- 8people	people	Get cozy in your favorite pajamas and sip on some hot chocolate as we watch Jim Carrey's "How the Grinch Stole Christmas"



REFERENCE REPORT - Mark Stawecki

Museums

Museums picked up a bit around the end of the month presumably because of school vacation. The NE Aquarium was the only museum in double digits at 11. Strawbery Banke and the Museum of Science were renewed, and purchase orders were submitted for the McAuliffe-Shepard Discovery Center and The Discovery Museum. In addition, a purchase order was also submitted for Wolf Hollow, which will be our first membership with that organization.

Social Media

Rodger That! Google Analytics shows 198 new users for an average engagement time of 21 seconds. No new reviews were added.

YouTube We have 97 subscribers, two more than last month. There were 659 total views and 13.5 hours of watch time. No new content was added.

Facebook 1,854 followers, fourteen more than last month; 30 posts; The post with the most Engagement at 315 was a post advertising storytime with Alvirne High calves. A follow-up post with a picture of the calves garnered an engagement of 267.

Twitter / X 568 followers, three less than last month; 23 tweets including reposts

Instagram The platform is showing growth in followers and amount of posts; 15 posts; 344 followers (gained eight); and 175 interactions.

Genealogy

December's event was "Land Records: Their Importance and Where to Find Them" by Joleen Aitchison. It was virtual and our first partnership with Derry Library. Twelve people attended; it is unclear how many were from each library. Derry stated their willingness to partner again and during our normal meeting time.

Non-Library Programs

GROUP	DATE	ATTENDANCE
Parkland Terrace	Dec. 3	13
GFWC	Dec. 4	8
Cobblestone Condo Assoc.	Dec. 11	20
Hudson Youth Baseball	Dec. 12	8

Total attendance = 49

Study Rooms	29 instances, 61 attendees
Study Carrels	20 instances
Patron PCs	140 and 70 Guest users

Other

Mark and Carrie scheduled a program on making holiday cards with A.I. art. Registration was kept small, only four people, and four registered. However, they all canceled within 24 hours of the program so no one showed up. There was a waitlist, but given the short notice, it's understandable that no one on the list came. The program was rescheduled for February for Valentine's Day.

Mark also scheduled a program called "Databases: Treasures of the Library" for the end of the month. He is also revising his program on "Artificial Intelligence for the Average Person" for another presentation.

IT/Tech Services Report - Victoria Sandin

Routine Tasks

Google Business Profile

GOOGLE SEARCH

From Google Business: Performance.

NOTE: Google Business has changed how it delivers and displays its data. See the information below, which includes a description of each category.

Business Profile (BP) Interactions (vs. December 2023)

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: 991, +22.3%
- Calls (calls made from our BP):73, +7.4 %
- Directions (direction requests made from our BP): 186, +51.2%
- Website clicks (website clicks made from our BP): 732, +18.3%

Business Profile (BP) Views

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

• Views: 1,433, +7.6%

Business Profile (BP) Searches

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

• Searches: 874, +14.1% from this time last year

December

BPI numbers improved significantly in December, most likely due to folks searching for Children's Room holiday offerings. I spoke to Tanya and she said that they were super busy in December, which could account for the jump in online searches.

3-Month Fic and NonFic circ stats to date: SepOctNov24

[View table here]

This report tracks NEW NonFiction and Fiction book checkouts over a 12-week period. The books below were available for checkout **Sep 4 - Nov 4, 2024**, and are sorted from most to least checkouts. It also includes the name of the librarian who ordered the item(s).

12_24 December Nonfic Circs: SepOctNov24.xlsx

12_24 December Fic Circs: SepOctNov.xlsx

Website

• There were **35 changes** to the website in December 2024.

Telephone calls

- Incoming: 533Outgoing: 204
- Total: **737**

Technology Tickets

We responded to 14 requests for IT help from staff

Library H3lp (chat program)

• 6 chats using the website Chat app.

Pinch (wireless printing)

• 231 print jobs

Technical Services

Additions (physical items): 259

Better World Books: 54

Changes to GMILCS items: 374Deletions/Withdrawals: 324

Graphic novels: 0Mending: 49

• OCLC records obtained: 27

CIRCULATION REPORT Dec - Dana Benner

SPECIAL EVENTS/NEWS

Library visitors were 4,759 in December - down 2.6% from November.

Notary Service(s): 14

Hours: The library was open 224 hours during December. We were open 204 hours in November.

We issued 35 new patron cards in Dec. Total active patrons stands at 8529.

We had 3 patrons utilizing our Books by Mail program. There was no ILL van delivery on December 24 or December 31.

Circulation

	Nov	Dec	Increase/Decrease	Dec	Dec	Increase/Decrease
	2024	2024		2023	2024	
Adult	2,277	2,519	11%	2,504	2,519	<1%
YA	193	233	21%	194	233	20%
Children's	3,040	2,593	-15%	2,668	2,593	-3%
Tween	233	188	-19%	185	188	2%
TOTAL	5,743	5,533	-4%	5,551	5,533	<1%

Downloadable eAudiobooks, eBooks and ePeriodicals not updated

	Nov 2024	Dec 2024	Percent Change
eAudiobooks	1107+86=1193	1139+58=1195	<1%
eBooks	550+90=640	600+102=702	10%
ePeriodicals	336	304	-10%

Kanopy updated

	Nov 2024	Dec 2024	Percent Change/ Notes
Visits	374	493	32%
Pages	520	631	21%
Plays	108	99	-8%
Total # users	116	128	new users 12

Interlibrary Loan

		Nov 2024	Dec 2024	Percent Change
Materials	Requested	61	130	113%
Requested by	Filled	54	96	78%
Hudson patrons	Percent filled	89%	74%	
Materials lent by	Requested	52	84	62%
RML to	Filled	41	73	78%
other libraries	Percent filled	79%	87%	

GMILCS Statistics

December 2024 - 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	600	- RML items checked out at other libraries - Does not include RML items circulated from RML - Number is for items circulated.
RML patron Circulations	5,797	Checkouts and Renewals by RML Patrons at all GMILCS libraries
RML as loaning library (items from other libraries checked out at RML	863	-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