



TOWN OF HUDSON

Library Board of Trustees



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Hudson Library Board of Trustees Approved Public Meeting Minutes For November 20, 2024

Present:

Trustee, Mary Guessferd, Chair
Trustee, Erin Henderson, Vice Chair
Trustee, Karen Bohrer, Treasurer
Trustee, Margaret St. Onge
Trustee, Lisa Weber
Linda Pilla, Library Director
Selectman, Dillon Dumont

Call to Order: Trustee Guessferd called the meeting to order at 6:00 p.m. and led the pledge of allegiance.

Public Input: None

Reports:

*Motion by Trustee St. Onge to accept the Public and Non-Public Minutes of October 16, 2024.
Seconded by Trustee Bohrer. All in favor. Motion passed.*

*Motion by Trustee Weber to accept the Special Public and Non-Public Minutes of October 22, 2024.
Seconded by Trustee St. Onge. All in favor. Motion passed.*

Correspondence: Thank you notes received from staff members for staff appreciation dinner on November 18, 2024.

Treasurer's Report: Trustee Bohrer reported to the Trustees that it was a quiet month with standard expenses. All accounts are normal and on track. Trustees of the Trust Fund have shared updated account information which is reflected in the report. The Hills Building expenses for water damage are coming from account ending in 1182. We received donations from the Friends, NH Humanities and miscellaneous sources. Anything else not covered here will be updated in next month's report. Bookkeeper will provide MuniSmart numbers when she is able.

Acceptance of Donations: None

Selectman Liaison's Report: The budget process has been wrapped up on the Selectmen's side and wrapped up on the Budget Committee side. The bridge work will be switching to the other bridge (traffic from Nashua to Hudson) in November or early December and that project is on time. Everyone has been great and patient. There are still some positions at Town Hall that are open that they are hoping to fill.

Director's Report: See attached.

Friends Report: The Friends met yesterday and are anxious to know when they can get back into the Hills Building. There is also an event at the Rec. Center called Santa is Coming to Town. There was

some discussion of giving books away at that event. Bob will pull out the boxes of Children's books that have been set aside for the event.

Department Heads' Meeting: Has been scheduled for November 25 and December 12, 2024 at 1:00 p.m.

Old Business:

Strategic Plan: Both Trustee Weber and Trustee Bohrer will be working on the Strategic Plan. They will schedule a meeting with Director Pilla this month to get this moving. November 26, 2024 will be the next meeting date. This Committee will need a Chairperson.

Budget Review: RML's budget has been reviewed and overall, the process at the Selectmen and Budget Committee was very smooth and almost pleasant. What a testament to those groups.

Sealed Non-Public Minutes: Trustees Henderson, Guessferd and St. Onge will make up the subcommittee for reviewing sealed non-public minutes. A time will be scheduled to review these minutes and make recommendations for unsealing them. This is likely to take place in December.

Hills Building Update: Trustees and Director went downstairs to look at the work that was done. Linda wants to thank Brian Emmerson and Emmerson Builders for doing the work. Selectman Dumont recommends sistering the joists so the floor doesn't sag when it is put in. At this point, discussion was had as to whether the Trustees want to move forward on the rebuild. Trustee Bohrer mentioned that at the Budget Committee meeting, they were asking if it is time to close up the Hills Building. This was discussed and likely needs to be considered. Trustee Guessferd is going to reach out to the SAU this month since they are the other group that uses the building often. At this time, before rebuilding, we want to find the cause of the issue, it does not make sense to repair the building only for this to happen again because we did not fix the problem.

Zylonis Cy Pres: Trustee Bohrer has been talking with an attorney regarding the Zylonis fund and the possibility of a Cy Pres to broaden the purpose of the fund. Trustee Bohrer then explained the history of the Zylonis fund. The attorney suggested that we use the Cy Pres to broaden the purpose of the fund. If we want to move ahead on this, it was suggested we hold a public hearing regarding the funds, giving at least 14 days' notice to the public, and publish the notice in the Manchester Union Leader.

Motion by Trustee St. Onge to move forward with the Zylonis Cy Pres. Seconded by Trustee Weber. All in favor. Motion passed.

Motion by Trustee Weber to hold a public hearing related to the Zylonis fund Cy Pres. Seconded by Trustee Bohrer. (Motion withdrawn)

Discussion was had as to whether the Trustees should hold that hearing at their next meeting. Both Trustee Weber and Trustee Bohrer withdrew their motion.

Motion by Trustee Weber to hold the public hearing on December 18, 2024 at 6:00 p.m. Seconded by Trustee Bohrer. All in favor. Motion passed.

Trustee Bohrer will prepare a brief presentation for the public hearing.

New Business:

Policies: When Director and RML staff looked at creating a policy for the Library of Things as discussed at the last regular meeting, they realized it makes more sense to add the information to the current Circulation Policy. Director will work on updating this policy and bring it to the next regular meeting.

Trustee Comments

Trustee St. Onge: Happy Thanksgiving! Thanks to Marguerite for her many years of service as she prepares to retire in the coming month. Marguerite said that RML is the nicest place and people she's ever met. What a testament to this town! Also, thanks to Tanya, Debra and Karen for their work on updating the mission and vision of the library as we prepare to work on the Strategic Plan.

Trustee Bohrer: The staff appreciation dinner was a lovely event. We adore the staff and they are what makes the library wonderful. That makes all the difference.

Trustee Weber: Building on what Margaret and Karen have already said, we have such a wonderful staff. They do great work, especially community outreach to meet people where they are at schools, via parents and caregivers.

Trustee Henderson: Ditto! I was taking the note. I love the staff and everything I great.

Trustee Guessferd: Happy Thanksgiving! Thanks for watching our meeting. Thank you to the staff. We appreciate them so much and they also appreciate us. Keep doing great work. Everyone out there, keep giving our staff reasons to come to work.

Future Agenda Items: Zylonis Fund, phone and social media use, policy updates, sealed non-public minutes and SAU communication.

Next regular meeting is scheduled for January 15, 2025.

Meeting adjourned at 7:17 p.m.

Respectfully submitted,

Terri Cicia
Recorder
Rodgers Memorial Library

Rodgers Memorial Library Director's Report

Activities for October 2024

This has been one of the most beautiful autumns I can remember, with day after day of clear blue skies, warm sunny days, and cool evenings. Patrons continue to visit the library in the evenings, and the programming has been outstanding!

Leach Public Library in Londonderry officially became the newest member of GMILCS on October 21. There were a couple of downtime days when all member libraries were unable to check items in while the database was upgraded to include Leach's catalog and patron base. I am happy to report that everything went according to plan, and we have returned to normal services.

The Mission/Vision working group met several times this month to refine RML's updated Vision and Mission statements. These will be presented to the Strategic Planning Committee as part of the Strategic Planning process. The staff has been actively involved and very supportive throughout this process. My thanks to Debra Carp, Tanya Moesel, and Karen Nappo for spending many hours honing our statements to ensure they truly reflect the heart of Rodgers Memorial Library.

Additionally, meetings were held throughout the month to address the damage caused by the flood at Hills Memorial Library on August 15. The building is now clean, and all damaged materials have been removed. The Board of Trustees will determine the next steps regarding the rebuild.

****Staff Update****

The Board of Library Trustees decided to combine two part-time positions to create one new full-time position. Job applications were accepted from the end of September until October 14. On October 18, the interview group—comprised of Linda Pilla, Victoria Sandin, and Tanya Moesel—met with five candidates. One candidate stood out from the rest, making the decision easy. The Board of Trustees confirmed Maggie Chesna as our new Full-Time Assistant Librarian in Youth Services at a special meeting held on October 22.

Activities for the Library Director in October:

Collective Care Leadership workshop - Cassie Gillespie

Vacation October 5-12

Regular Department Heads meeting - 10/10 (led by V. Sandin)

Mystery Lovers Book Club

Tuesday evening "It's a Good Yarn" group

Quarterly Book Discussion Group - "The Bandit Queen"

Budget hearing with the Hudson Board of Selectmen

Participated in the NH Humanities meeting about facilitated book groups

Participated in the monthly programmer's meeting

Participated in the regular GMILCS Executive and Full Board meetings

Met with Steve Mandra to discuss VITA (tax assistance) program for Spring 2025

Attended retirement event for retiring State Librarian, Michael York

PROGRAMMING REPORT - Tanya Moesel

with Carrie Loring, Marissa Sweeney, and Maggie Chesna

PROGRAMMING REPORT SUMMARY	Events	Participants	Average
Adult Programming Totals	37	392	11
In-person programming	33	327	10
Passive programming	1	52	52
Virtual programming	3	13	4
Outreach			
Children's Programming Totals	43	1224	28
In-person programming	36	889	25
Passive programming	7	335	48
Virtual programming	0	0	0
Outreach	0	0	0
Tween/Teen Programming Totals	17	54	3
In-person programming	17	54	3
Passive programming	0	0	0
Virtual programming	0	0	0
Outreach	0	0	0
School Outreach Totals	1	15	15
In-person programming	1	15	15
Passive programming	0	0	0
OVERALL TOTALS	98	1685	17

ADULT/ALL AGES PROGRAMMING

We had several popular programs this month. HPD Officer Downey joined us early in October to explain the steps of processing a crime scene. And then we closed the month with The Capital Crime of Witchcraft, a one-hour presentation on the Salem Witch Trials. This was funded by a grant from NH Humanities. This organization provides such excellent programming for our patrons. Carrie takes advantage of their offerings as often as possible. In between those we tried something a little different. Katie Wagner, a Hudson resident, had approached Carrie about providing low-cost professional headshot mini photo shoots to patrons. Along with Linda's help, they were able to put together a program that provided a useful service to patrons at no cost to them. Katie received excellent feedback. All time slots filled very quickly, and she even had a waitlist. The Saturday morning photo sessions went very smoothly, and Katie expressed interest in holding another round of sessions in the future.

One other program Carrie is trying to get off the ground is Jigsaw Junction, a month open puzzle time for community members of all ages. There have been several requests in the past year to revive the puzzle table in the library. With

this program, Carrie hopes to fill that request without having to find a separate place for an additional table and encourage community connection.

Program # of events	Target Age	Participants (average)	Description
In-Person Programs		33 events, 327 total	
Crime Scene & Evidence Processing (10/1)	Adults	20 people	Hudson Police Officer Jason Downey walks us through the steps of processing a crime scene.
Name That Tune (10/9)	Adults	3 people	John Watkins returns for a new selection of songs to test your musical mastery.
GR8TFL Zentangle Class 4 events	Adults	16 people (average 4)	<p>Two-hour class, where we will create a beautiful tile together. We'll start with a tan tile, add our tangles, and create depth and shading and highlights.</p> <ul style="list-style-type: none"> ● 10/9: 6 people ● 10/16: 6 people ● 10/15: 2 people ● 10/22: 2 people
Guiding Eyes for the Blind (10/15)	All ages	2 people	Join us for an informational session with Guiding Eyes for the Blind. Learn how the dogs are trained and how you can volunteer to help.
Navigating Medicare Part D (10/24)	Adults	10 people	Mark Baimor joins us to help us navigate the many changes to Medicare in 2025.
Professional Headshop Mini Sessions (10/26)	Adults	14 people	Elevate your personal brand with a professional headshot mini session. Designed for busy professionals, entrepreneurs, and anyone looking to update their profile, these sessions offer a quick and efficient way to capture a polished and professional image.
The Capital Crime of Witchcraft (10/29)	Adults	22 people	Sponsored by New Hampshire Humanities. Margo Burns explores an array of prosecutions in seventeenth-century New England, using facsimiles of primary source manuscripts, from first formal complaints to arrest warrants, indictments of formal charges to death warrants, and the reversals of attainder and rescinding of excommunications years after the fact; demonstrating how methodically and logically the Salem Court worked. This program focuses on the Salem witchcraft trials of 1692 and 1693, when nineteen people were hanged and one crushed to death, but also examines a variety of other cases against women in New Hampshire, Massachusetts, and

			Connecticut.
Melodious Zach (10/30)	All Ages	5 people	Melodious Zach puts the boogie in boogeyman with this monster mash of Halloween songs old and new! Wear your Halloween costume and join us for a spook or two!
Stitchers Group 4 events	Adults	55 people (average 14)	People come in to share their ideas, chat, and work on their current projects. <ul style="list-style-type: none"> • 10/4: 14 participants • 10/11: 11 participants • 10/18: 15 participants • 10/25: 15 participants
Dungeons & Donuts 2 events	All ages	19 people (average 10)	Patrons of all ages come to the library to play Dungeons & Dragons and eat delicious donuts. <ul style="list-style-type: none"> • 10/5: 10 participants • 10/19: 9 participants
A Good Yarn 5 events	Adults	59 people (average 12)	Whether you're a seasoned pro or just starting out, everyone is welcome to join us for A Good Yarn. <ul style="list-style-type: none"> • 10/1: 10 people • 10/8: 12 people • 10/15: 8 people • 10/22: 16 people • 10/29: 13 people
Rodgers Readers (10/3)	Adults	8 people	Night of the Living Rez by Morgan Talty
Access Wisdom Book Club (10/10)	Adults	7 people	Rising Strong by Brené Brown
Cookbook Club (10/28)	Adults	8 people	Knife Drop
Mystery Lovers Book Club (10/21)	Adults	24 people	The Other Woman by Hank Phillippi Ryan
Read 'Em & Eat (10/28)	Adults	10 people	The Only Good Indians by Stephen Graham
Afternoon Book Group (10/15)	Adults	14 people	The Paris Daughter by Kristin Harmel
Crime & Cookies: True Crime Podcast Club (10/23)	Adults	5 people	The Salem Witch Trials
Stitchers' Circle with Oonagh Williams (10/12)	Adults	18 people	Monthly get-together to stitch/cross stitch, blackwork, embroider, etc.
Characters & Cocoa (10/15)	Adults	2 people	Characters & Cocoa is a monthly support group for writers to socialize and talk about the craft.
Genealogy Club	Adults	5 people	Working with Census Reports with

(10/11)			Genealogist Seema Kenney
Jigsaw Junction (10/16)	All ages	1 person	A new monthly open puzzle time where community members can get together to assemble puzzles and make new friends.
Passive Programs		1 event, total	
Monthly Book Raffle	Adults	52 entries	The Night We Lost Him by Laura Dave
Virtual Programs		3 events, 13 total	
Ways to Have a Green Holiday for Families (10/7)	Adults	2 people	Embracing the rhythms of winter is key to creating eco-conscious holiday traditions. Rather than getting carried away by the holiday rush, use this time as an opportunity to create the kind of holiday season you truly want - one focused on the magic of family and togetherness instead of stuff. A low waste holiday season is possible.
A History of Shipwrecks (10/24)	Adults	4 people	This talk will focus primarily on, but not be limited to, historic shipwrecks that have occurred south and east of Massachusetts. The region has been called the Graveyard of the North Atlantic with over 3,000 wrecks here since European sailors first began exploring the shores of the western Atlantic. Because of the hazards experienced by early coastal and trans-Atlantic shipping while sailing these waters, Massachusetts was the 18th century birthplace of the modern United States Coast Guard.
Even More Haunted Lighthouses (10/28)	Adults	7 people	Lighthouses and ghost stories often seem to go hand in hand. In the past, Jeremy has discussed the lovelorn spirit known as Ernie at Connecticut's New London Ledge Light and the piano playing ghost of Maine's Seguin Light, among others as well as about the mysterious Woman in White in the Isles of Shoals and the spirit of a drowned lighthouse keeper at Penfield Reef in Connecticut. This time, who knows what fascinating and haunting tales Jeremy will come up with.

CHILDREN'S PROGRAMMING

The children's room is busy as always! We are pleased to welcome Maggie as a full time Assistant Youth Services Librarian. We look forward to the continuity an additional FT employee will provide for staff and patrons. At monthly

children's staff meeting, each staff member was tasked with exploring an online RML resource, explaining it to the team, and creating a Canva slide for our patrons. This has been a great way to get to know our online resources better. Tanya is working to train Marissa and Maggie about collection development.

This month we enjoyed celebrating fall through our decorations, stories, displays, and crafts. Families joined us for pumpkin painting. Elementary students painted giant pumpkins for a wall mural. Halloween storytime and Too Cute to Spook Trick-or-Treat Trail were well attended and enjoyed by all. We have made an effort over the past two months to include evening and Saturday programming. These events are not as full as weekday morning programs, but they are covering an entirely different demographic. We feel these programs will grow when people find they can depend on the library offering activities at these times.

Our regular storytimes continue to be full of enthusiastic children and adults. We love teaching caregivers fun ways to connect with their children and with others in the community. We regularly see patrons who meet in the library go on to become good friends spending time outside the library as well.



Program # of events	Target Age	Participants (average)	Description
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In-Person Programs		36 events, 889 total	
Too Cute to Spook Thursday 10/31 9:30am-12:00pm	Families	73 People	Follow our Trick or Treat trail wearing your too cute to spook Halloween costume and come say Hi or Boo to each library desk!
Halloween Storytime Thursday 10/31 10am	Families	53 People	Spooky songs and stories. Come in your costume for fun and frights.
Fizzy Potions Friday 10/25 and Saturday 10/26 10-11:30am	Families	37 People (19 average)	Create a fizzy potion in our potions lab! <ul style="list-style-type: none"> ● 10/25 19 ● 10/26 18
Pumpkin Painting Thursday 10/17 6pm	Families	29 People	Join Ms. Maggie for a family drop-in pumpkin painting!
A Visit from Belle Saturday 10/19 9:30am	Families	36 People	Join Belle from Nashua's Actorsingers production of Beauty and the Beast at the library. Belle will read stories and be available for photos
Giant Pumpkin Mural Wednesday 10/23 6pm	Grades K-5	15 People	Help us create a giant pumpkin mural to decorate our library walls. Everyone will paint a large paper pumpkin for our mural.
Pumpkin and Bone Bridges Thursday 10/24 6pm	Families	12 People	Build Bridges with Q-Tips, tooth picks, and little pumpkin candies.
Pumpkin Painting Thursday 10/17 6pm	Families	29 People	Join Ms. Maggie for a family drop-in pumpkin painting!
Dog Man Fan Club Friday 10/11 2pm	Grades K-5 & families	7 People	Calling all Dog Man Fans! Join us for crafts and activities with a Dog Man theme
Monsters Inc. Interactive Movie Saturday 10/12 10am	Families	6 People	Join us and watch Monsters Inc. We will use props provided to interact with the movie.
Creative Dance with Miss Kerry Friday 10/4 & Friday 10/11 11-11:45am	Ages 3-5	18 people (9 average)	Children will explore movement, puppetry, and storytelling in a fun class with Miss Kerry. <ul style="list-style-type: none"> ● 10/4 8 ● 10/11 10
Outdoor Storytime Saturday, 10/5 10-10:45am	Families	11 People	Join us for stories, songs, and bubbles on the library lawn.
Adventurers Storytime Tuesdays 10am	Ages 3-5	190 People (38 average)	Join Ms. Tanya for stories, songs, games and activities <ul style="list-style-type: none"> ● 10/1 Cats 28 ● 10/8 Pumpkins 37 ● 10/15 Bats 41 ● 10/22 Leaf Peepers 36 ● 10/29 Monsters 48

Pajama Storytime Wednesday 10/9 6:30pm	Families	15 people	Come in your pajamas and enjoy songs and stories for the whole family.
Movers and Shakers Wednesdays 10 & 10:30	Ages 1-3	292 People (29 average)	Join Miss Marissa for stories, songs, games and activities <ul style="list-style-type: none"> • 10/2 36, 34 • 10/9 26, 24 • 10/16 32, 26 • 10/23 36, 27 • 10/30 30, 21
Postpartum support group First Thursdays 10/3 10am	Families	17 People	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 10am	Ages Birth-18 Months	28 people (9 Average)	Join Ms. Tanya for songs, snuggles, and baby free play <ul style="list-style-type: none"> • 10/10 9 • 10/17 11 • 10/24 8
Dino Tuesdays 4pm	All Ages	21 people (11 Average)	Come visit Dino. He's a giant St. Bernard who loves to be pet. Dino is a licensed therapy dog. <ul style="list-style-type: none"> • 10/1 4 • 10/8 Canceled • 10/15 Canceled • 10/22 Canceled • 10/29 17
Passive Programs		7 programs, 335 Total	
Take & Make	Preschool & early elementary	270 participants	Bagged craft to do at home. <ul style="list-style-type: none"> • Cat heads 20 • Foldable cats 66 • Foxes 70 • Bats 72 • Ghost moons 38 • Monsters 4
Scavenger Hunt	Families		Ducks
Pumpkin Bulletin Board	Everyone	65 participants	Color a pumpkin to add to the patch.
Outreach Programs		events, total	

TEEN/TWEEN PROGRAMMING

Our afterschool teen hangout space has been utilized as a safe space for teens to hang out, eat snacks, and do crafts. Evening teen programs are not well attended. We are considering adding a teen program on Friday afternoons once a month in place of the evening teen programs.

We were able to hang the sign teens painted last month over the YA collection and it looks great!



Program # of events	Target Age	Participants (average)	Description
In Person Programs		17 events, 54 Total	
Teen Hangout 14 school days 4 Mondays 5 Tuesdays 5 Thursdays	Ages 13-18	52 total 10 average/wk 3 average/day	Snacks, crafts, and games for teens with weekly themes/activities. School started 8/28 and we already have a regular after school crowd. <ul style="list-style-type: none"> ● Hot Cocoa week 12 ● T-Swift & Bracelet week 16 ● Smoothie week (2 days) 10 ● Franken-toy week 11 ● Tote Bag Painting week 3
Tween PJs and Pancakes (Canceled) Wednesday 10/2 6pm	Grades 4-8	Canceled	Tweens in grades 4-8 are invited to a pancake party.
Teen Polymer Clay and Hot Apple Cider Thursday, 10/3 6pm	Ages 13-18	1 person	Make beautiful mini clay creations with guidance from Ms. Marissa and drink hot apple cider.
Teen Pumpkin Carving Tuesday, 10/8 7pm	Ages 13-18	1 person	Join us for pumpkin carving in the Children's Programming room! Pumpkins and carving supplies will be provided

SCHOOL OUTREACH

RML has participated in outreach events at each of the three elementary schools this fall, as well as the district event for multilingual families. Communication with the schools has been difficult. We are often invited to these events at the last minute and are scrambling to rearrange schedules, but we have managed to attend everything we've been invited to.

We finally lined up field trips with some of the freshman English classes. Communicating clearly with so many people has been difficult, but we have 8 classes scheduled to visit the library in November. When English classes visit, we have a brief introduction, then we send them on a scavenger hunt to find resources in the library. Each resource is marked with a letter. If they find all the letters and unscramble them to make a word, they will receive a small prize. We hope this will help them become comfortable in our space and learn about the resources available to them.



Program # of events	Target Age	Participants (average)	Description
In Person Programs		1 event, 15 Total	
West Nottingham Curriculum Night	Families	15 people	We had a table at the school's educational open house. Maggie and Chris presented library events and resources along with setting up toys and a Squishmallow raffle.

REFERENCE REPORT - Mark Stawecki

Museums

- Museums continue to experience a "school year slowdown." NE Aquarium had the most checkouts at 9.

- Symphony NH advised it can no longer provide a discount so the organization was removed from our offerings.
- Mark clarified the agreement with NH Philharmonic. RML can use the code an unlimited number of times.

POs for membership renewals were submitted for Museum of Science and Strawberry Banke.

Social Media

Rodger That! Google Analytics shows 231 new users for an average engagement time of 27 seconds. One new movie review was added: The Dead Zone

YouTube We have 94 subscribers, same as last month. There were 457 total views and 9.9 hours of watch time. Mark uploaded a tutorial on misinformation that he made with HCTV. It has received 77 views.

Facebook 1,830 followers, ten more than last month; 39 posts; The post with the most Engagement at 18 was a photo of the staff in Halloween costumes.

Twitter / X requires you to upgrade your account to view analytics; 578 followers, five less than last month; 27 tweets including reposts

Instagram 15 posts; 334 followers (gained five); 144 interactions

Genealogy

October's event was "Genealogy Club: Working with Census Reports" by Seema Kenney and held in-person. Only four patrons showed up, indicating the dwindling numbers for in-person events. Mark is looking into holding another program/presentation for beginners.

Non-Library Programs

GROUP	DATE	ATTENDANCE
GFWC	Oct. 2	12
Hudson Democrats	Oct 14	14
Rotary Club	Oct. 8 and 24	8, 12

Total attendance = 46

Study Rooms	55 instances, 137 attendees
Study Carrels	13 instances
Patron PCs	189 and 76 Guest users

Other

One patron asked for all three Guides-To-Go. Two patrons requested and were given guides for "Social Media" and "Misinformation."

Mark viewed two webinars:

- Not at the Mercy of the Algorithm: Control Your Own Content with Email
- A Practical Guide for Using Springshare in Your Library

He registered for “Crash Course in Horror” but the recording was taken down before he had a chance to view it. He reviewed the presentation slides instead.

Mark has been monitoring two groups on Facebook dedicated to Hudson residents to see if he can be of assistance on behalf of the library. A resident was looking for something to do for an older relative out of town. Mark suggested the Stitches’ Circle.

Mark scheduled two programs for December he will run:

- Technology Petting Zoo
- Making Holiday Cards with A.I.

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 information below, which includes a description of each category.

Business Profile (BP) Interactions (vs. October 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:

- Business Profile interactions: **957, -5%**
- Calls (calls made from our BP): **82, -8.9 %**
- Directions (direction requests made from our BP): **125, -25.1%**
- Website clicks (website clicks made from our BP): **750, +6.4%**

Business Profile (BP) Views

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

- Views: **1,525**

Business Profile (BP) Searches

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

- Searches: **831, -20.2%** from this time last year

October

Numbers were a little lower in October than September; October recorded 2,378 visits to the website, a few more than September's 2,393.

3-Month NonFic circ stats to date for items acquired in July October vs. 5,125 visitors in September; a significant jump. Most likely explanation is that people know how to find us, i.e., they have our website bookmarked/saved.

[View table [here](#)] If you are unable to access this table, please email me - I will send it to you as an Excel spreadsheet - thanks. LP

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

[10_24 Nonfic circs.xlsx](#)

Website

- There were **49 changes** to the website in August 2024.

Telephone calls

- Incoming: 577
- Outgoing: 190
- Total: **767**

Technology Tickets

- We responded to **15 requests for IT help** from staff

Library H3lp (chat program)

- **1 chats** using the website Chat app.

Princh (wireless printing)

- **311 print jobs**

Technical Services

- Additions (physical items): **312**
- Better World Books: **12**
- Changes to GMILCS items: **712**
- Deletions/Withdrawals: **283**
- Graphic novels: **16**
- Mending: **127**
- OCLC records obtained: **47**

CIRCULATION REPORT Oct - Dana Benner

SPECIAL EVENTS/NEWS

Library visitors were 5,803 in Oct - up 13% from Sept.

Notary Service(s): 32

Hours: The library was open **252** hours during Oct (open 224 hours in Sept). We closed on Columbus Day/ Indigenous People's Day.

We issued 45 new patron cards in Oct. Total active patrons stands at 8,406

We had **4** patrons utilizing our Books by Mail program.

Circulation

	Sept 2024	Oct 2024	Increase/Decrease		Oct 2023	Oct 2024	Increase/Decrease
Adult	2,675	2,580	-4%		2,602	2,580	<1%
YA	258	240	-7%		260	240	-8%
Children's	3,460	3,529	2%		3,210	3,529	10%
Tween	300	258	-14%		288	258	-10%
TOTAL	6,693	6,607	-1.3%		6,360	6,607	4%

Downloadable eAudiobooks, eBooks and ePeriodicals not updated

	Sept 2024	Oct 2024	Percent Change
eAudiobooks	1,206+84=1290	1083+92=1175	-9%
eBooks	562+108=670	518+128=646	-3.5%
ePeriodicals	279	284	2%

Kanopy updated #s unavailable

	Set 2024	Oct 2024	Percent Change/ Notes

Visits	902	519	
Pages	1,122	646	
Plays	133	70	
Total # users	102	113	new users 11

Interlibrary Loan

		Sept 2024	Oct 2024	Percent Change
Materials Requested by Hudson patrons	Requested	128	146	14%
	Filled	94	90	-4%
	Percent filled	73%	62%	
Materials lent by RML to other libraries	Requested	78	113	45%
	Filled	65	70	8%
	Percent filled	83%	62%	

GMILCS Statistics

Oct 2024 - RML is currently a net borrower 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	672	- RML items checked out at other libraries - Does not include RML items circulated from RML - Number is for items circulated.
RML patron Circulations	6,581	Checkouts and Renewals by RML Patrons at all GMILCS libraries
RML as loaning library (items from other libraries checked out at RML)	838	-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