

TRUSTEES OF THE JACOB EDWARDS LIBRARY  
MEETING MINUTES  
JANUARY 26, 1988

Call to order: 1:05 p.m.

Present: Lenti, VanVooren, Mills, Morrill and Latham.

Secretary: Lenti moved the minutes of the December 22, 1987 meeting be accepted as written. VanVooren seconded. So voted.

Treasurer: Lenti reported on the status of funds held locally by the Trustees. Morrill moved the report be accepted as written. Mills seconded. So voted.

Latham explained that one contractor bid on the library's carpeting project. Mills moved the trustees allocate up to \$2,500 from trust fund monies to support the project in excess of what the Town budgeted in the appropriated capital budget plan. Morrill seconded. So voted.

The library planning process was discussed. Board members prioritized eight possible roles the library may assume. Latham was instructed to get input from Trustees not present and contact the Board by mail with the results. The next step in the process is to formally agree to the roles, to develop a mission statement, and then draft goals and objectives.

Morrill moved the Board allocate up to \$2,000 from trust monies be spent by July 1988 on video cassette recordings for the library. Mills seconded. So voted.

A map of the northern hemisphere created by a Peter Goos, a Dutch map maker from the latter part of the 19th century, was displayed to the Board. Latham explained that the map has been stored in the Ammidown Room for several years and has no documentation as to its source. According to the collection development policy for the materials in the Ammidown Room, the map has little value to the library. On a motion by VanVooren and second by Mills, Latham was instructed to pursue the disposition of this map through specialized dealers. Latham will report back to the Board the results of his contacts with dealers prior to final disposition of the map.

Latham read an unsigned card from one of the newspapers

delivered to the library recommending the Board consider providing the carriers with a tip. The Board generally agreed to disregard the recommendation as an inappropriate use of public funds.

Latham reported that the FY'89 operating budget request was turned over to the Town Manager's office, and that a hearing with the Manager was scheduled for Wednesday, January 27; and that the Southbridge Woman's Club had donated \$100 to support activities in the library's children's room.

The meeting adjourned at 2:15 p.m.

TRUSTEES OF THE JACOB EDWARDS LIBRARY  
MEETING MINUTES  
FEBRUARY 23, 1988

Call to order: 1:05 p.m.

Present: Lenti, VanVooren, Mills, Dacoles, Lewis, Dumas and Latham.

Secretary: Dacoles moved the minutes of the January 26, 1988 meeting be accepted as written. VanVooren seconded. So voted.

Treasurer: Dumas reported on the status of funds held locally by the Trustees. Dacoles moved the report be accepted as written. VanVooren seconded. So voted.

Latham reported that the new carpeting was scheduled for installation over a six day period beginning Monday, March 28. He indicated that he hoped to be able to keep either the Adult or Children's sections of the library open at any given time during the installation period depending upon which level the contractors were installing.

Latham noted that problems recently discovered with the walls in the Pioppi Room may impact upon the library's ability to accept carpet for that room. It was generally agreed that Latham would invite architect Alex Prokos, DPW chief Hamer Clarke, and masonry contractors to look at the walls and make suggestions for improvement.

Latham reviewed the progress to date on the library's Planning Process. Dumas moved the Board accept the proposed roles, mission statement, goals and objectives. Mills seconded. So voted.

Latham reported that he had received to date one estimate of \$100 for the Peter Goos map located in the Ammidown Room. He recommended that no action be taken until another estimate could be secured.

Latham provided the Board with a draft policy regarding heat at the library. The Board generally agreed that a statement outlining procedures staff should take in the event the oil burners appear to be out of service was a good idea, however they did not feel that a statement of policy was in the library's best interest at this time. The Board instructed Latham to exercise judgement in determining if the facility should close because inside temperatures

are low.

Latham explained that he had been in contact with the Town Attorney regarding the potential liability of the Library as a result of censorship complaints over videotapes. He reported that the Town Attorney recommended that the Library raise the age whereby a parents signature is required on a borrower registration from age thirteen to age eighteen. Also recommended was a restriction limiting accessability to videotapes to borrowers eighteen or older, presumably because of the unusual expense of these items. Latham suggested these changes would be too restrictive and cautioned the Board against accepting the recommendations. No motion was made.

Dumas moved the Board allocate \$300 to allow the Library to purchase an additional newspaper display rack for the adult reading room. VanVooren seconded. So voted.

The meeting adjourned at 1:22 p.m.

TRUSTEES OF THE JACOB EDWARDS LIBRARY  
MEETING MINUTES  
MARCH 22, 1988

Call to order: 1:00 p.m.

Present: Lenti, Mills, Morrill, Lewis, Dumas and Latham.

Secretary: Dumas moved the minutes of the February 23, 1988 meeting be accepted as written. Mills seconded. So voted.

Treasurer: Dumas reported on the status of funds held locally by the Trustees. Morrill moved the report be accepted as written. Mills seconded. So voted.

Dumas reported the Bank of New England has contacted us regarding the reappointment of Dumas, Morrill, VanVooren and Dacoles to the Board, and about the withholding of trust income to be invested by the Bank. Dumas was instructed to contact Mr. Dolan informing him that the four Trustees are willing to continue service on the Library Board, and that the Bank should continue withholding interest. Dumas further reported that Dolan was expected to attend either our April or May Board meeting. Dumas noted that according to Mr. Dolan, the Bank of New England could not reinvest a percentage of trust income back into principle so that the net worth of the trust held in Boston could grow over time. Dolan will discuss this idea when he meets with the Board this spring.

Latham reported on the new carpeting scheduled for installation over the six day period beginning Monday, March 28.

Latham noted that walls in the Pioppi Room were repaired on the inside, but that according to architect Alex Prokos, repairs were necessary to the outside of the foundation wall as well. Latham was instructed to solicit estimates for the job before the Board would consider funding options.

Latham reviewed the progress to date on the library's Planning Process. Mills moved the Board accept the proposed activities. Dumas seconded. So voted.

Dumas moved the Board allocate up to \$250 from Trust funds for National Library Week (April 17-23) activities. Morrill seconded. So Voted.

Morrill moved the Board allocate \$625 from Trust funds to secure the assistance of a collection agency in tracking down severely delinquent accounts. He further moved that for each time the library was forced to use a collection agency, that a service charge of \$10 be added to the borrower's debt. Lewis seconded. So voted.

Lenti reported on a request he made on behalf of the Board to the Town Manager asking that Latham be sent to the American Library Association's annual conference in July, to be held in New Orleans this year. The Manager had rejected Latham's initial request, and Lenti had requested the Manager reconsider. No motion was made.

Latham reported that the two state competitive grants submitted for Southbridge were approved by the Board of Library Commissioners pending funding by the state legislature. If funding is secured, the Library will receive over \$30,000 in reference and non-fiction collection support, and over \$10,000 in CD ROM equipment and software.

Latham reported that the new intruder alarm has been installed.

Latham reported that his application for a student to be placed at the library for the summer months as an archivist through Yankee Intern Program had been rejected. He noted that the thrust of the program was historical structures, not documents.

The meeting adjourned at 1:05 p.m.

TRUSTEES OF THE JACOB EDWARDS LIBRARY  
MEETING MINUTES  
APRIL 27, 1988

Call to order: 12:03 p.m.

Present: Lenti, VanVooren, Mills, Dumas and Latham.

Secretary: Mills moved the minutes of the March 22, 1988 meeting be accepted as written. Dumas seconded. So voted.

Treasurer: Dumas reported on the status of funds held locally by the Trustees. VanVooren moved the report be accepted as written. Mills seconded. So voted.

Latham provided the Board with a draft brochure soliciting memorial donations for the library. The Board agreed the effort was a good start, but recommended the statements on tax deductability be run by a lawyer. Latham was instructed to get estimates on commercially printing the brochure. No motion was made.

Latham reported that he had met with the subcommittee of the Town Council to discuss the library's FY'89 operating budget proposal. The Sunday hours funding which had been removed in the Town Manager's recommendation was restored by the subcommittee. A decision by the full council on the budget is expected in May.

Latham explained that only one contractor responded to the library's request for proposals on waterproofing the foundation outside the southeast corner of the Pioppi Room. Mills moved that up to \$1,300 be made available from trust to complete the project. Dumas seconded. So voted.

Latham reported that only one dealer had submitted an offer to purchase the Peter Goos map of the Arctic region. Because the print is valued at only \$100 by this dealer, the Board generally agreed to instruct Latham to investigate other recipients - museums or libraries - who may be more interested in the subject matter.

Lenti reported that he had sent two notes to the Town Manager regarding the library's request to send Latham to the American Library Association's annual conference in New Orleans, but that the manager had not yet officially responded. The

Board generally agreed that Latham should make definite plans to attend the conference while the Board continues to negotiate with the manager to secure funding. No motion was made.

Mills moved the library's Plan of Service: 1989, the final document of the planning process the Board worked on for the past several months, be accepted as prepared (with minor typographical corrections as noted). VanVooren seconded. So voted. The Board generally agreed that this report would not be reproduced for wide readership, but that after the first evaluation period, when recommendations could then be updated, the revised report should be made available for a broader audience.

X Latham suggested the Board consider providing a cash incentive to library staff who further their education. The Board requested Latham solicit sample policies from other libraries before preparing a recommendation for the Board. No motion was made.

Latha discussed an idea proposed by the Town's Recreation Commission regarding seating in the downtown area intended for toddlers and mothers with toddlers. The Board generally agreed that the idea has merit, and recommended the Dresser Park area be used for the purpose.

Latham reported that the Library Family of the Year Award was given to the Edward and Louise Jalowiec family, and the the Champion Borrower Award was given to Doris Racicot.

The meeting adjourned at 1:08 p.m.



TRUSTEES OF THE JACOB EDWARDS LIBRARY  
MEETING MINUTES  
MAY 24, 1988

Call to order: 12:01 p.m.

Present: Lenti, Morrill, Lewis, VanVooren, Mills, Dumas,  
Dacoles and Latham.

Chairman: Lenti read a letter of thanks from Ted Lewis who expressed appreciation for the Board's recognition of his twenty-five years of service as a trustee.

Secretary: Mills moved the minutes of the April 27, 1988 meeting be accepted as written. Dumas seconded. So voted.

Treasurer: Dumas reported on the status of funds held locally by the Trustees. VanVooren moved the report be accepted as written. Mills seconded. So voted.

Latham reported that the Town Council was expected to vote on the library's FY'89 operating budget on May 31, 1988. Latham was optimistic that the budget would be passed without further cuts.

\* Latham provided the Board with draft "Guidelines for Educational Support from Trust Funds." Dumas moved the Board accept the guidelines as written, which would reimburse permanent library staff up to \$200 per course. Dumas emphasized in his motion that the Board have the opportunity to authorize the use of trust funds in advance of the employee obligating the library, and that before the employee can collect the reimbursement he or she must show they have successfully completed the course. Morrill seconded the motion. So voted.

Latham reported that he had no new or updated information regarding his request for out-of-state travel submitted to the Town Manager on his behalf by Lenti. Lenti noted that he would follow up the request by phone shortly.

Latham provided the Board with an updated draft brochure soliciting memorial donations for the library. He explained that the Town Attorney was unavailable to comment on the Board's concerns regarding the tax deductible status of memorial donations, however another local attorney recommended the brochure language be kept as is. Latham reported that he would try to have cost estimates for

printing available for the June Board meeting.

Latham reported on staff concern regarding the lack of parking available. He had corresponded with the Town's parking control officer and the Town Manager requesting some arrangement be made allowing staff to park unticketed in the public lot. The Board discussed a variety of alternatives, including special stickers, special note staff would leave on the dash board when parking in the public lot, moving the two handicapped spaces currently in the staff lot to the public lot which would free up three spaces in the staff lot, and extending the staff lot to create additional space. The Board generally agreed that the cheapest and simplest alternative - a special note left on the dashboard of staff - was the preferable alternative. No motion was made.

Dumas moved the Board authorize up to \$250 be spent from the Robbins Fund to support the Summer Reading Club. Dacoles seconded. So voted.

Latham reported that Old Sturbridge Village would be presenting a special program on preserving family records and documents at the library on May 31.

Latham reported that he would be presenting a program to both the Massachusetts Library Trustees Association and the New Hampshire Library Trustees Association on latchkey children in libraries.

The meeting adjourned at 12:35 p.m.

**TRUSTEES OF THE JACOB EDWARDS LIBRARY  
MEETING MINUTES  
AUGUST 23, 1988**

Call to order: 12:01 p.m.

**ATTENDANCE:** Lenti, Morrill, Lewis, VanVooren, Dumas, Dacoles and Latham.

**ABSENT:** Mills.

**SECRETARY'S REPORT:** Dumas moved the minutes of the May 24, 1988 meeting be accepted as written. Morrill seconded. So voted.

**TREASURER'S REPORT:** Dumas reported on the status of funds held locally by the Trustees, and provided the Board with his annual written report. Morrill moved the report be accepted as prepared. Lewis seconded. So voted.

**FY'89 BUDGET:** Latham reported that the Town Council passed the library's FY'89 operating budget on May 31, 1988, without further cuts. He indicated that since that vote, the Town had instituted a new computerized financial management package that changed all of the account numbers, however he reassured the Board that the total dollar amounts had not been altered.

**STATE COMPETITIVE GRANTS:** Latham reported on the status of the Library's State Competitive grant requests. Given tentative approval last spring, the line item is included in the Governor's approved budget, however the state's fragile budget picture continues to prevent the release of these funds.

**MEMORIAL DONATIONS BROCHURE:** Latham provided the Board with the finished brochure soliciting memorial donations for the library. The Board discussed the variety of ways the Library could make use of the new promotional tool, including direct distribution to likely donors, press releases to the local news, distribution to lawyers likely to work in estate preparation, and talks to area service clubs.

**STAFF PARKING:** Latham reported on the status of staff parking available, noting that he had written to the Town manager and the parking control officer outlining the arrangements the library would take to assure adequate parking for staff. Staff have been issued special cards with the words "LIBRARY STAFF" that they are to place on the dash boards of their cars if they are to park in the lot designated for library patron parking. Latham also noted that in his letters, he reminded the manager and parking control officer that the lot in question was bequeathed to

the library and under control of the Trustees, and not the Town Manager. Latham noted that the Manager has not yet responded, however the Parking Control Officer indicated that she had not been enforcing the parking limitations.

**SCIENCE CENTER MEMBERSHIP:** Dumas moved the Board authorize Latham spend \$200 from trust to renew the library's membership to the New England Science Center. Dacoles seconded. So voted. Latham reported that last year the passes to the Science Center circulated 148 times. Given that each pass allows six people to get in to the Center, 1,104 people could have benefited from the Library's membership.

**REGISTRATION CONTEST:** Morrill moved the Board authorize Latham to spend up to \$100 from trust funds to allow the Library to hold a second grade registration contest. Dacoles seconded. So voted.

**LIBRARY'S SEVENTY-FIFTH ANNIVERSARY:** Latham explained that the Jacob Edwards Library would celebrate its seventy-fifth anniversary on April 30, 1990. The Board generally agreed that monies from trust funds would need to be allocated toward commemorating this event, and that planning should begin well in advance.

**TELEFAX MACHINE FOR THE LIBRARY:** Latham explained that libraries were beginning to acquire telefax machines to facilitate the interlibrary loan of ready reference information. The Board generally agreed that the Jacob Edwards Library should pursue this new technology and requested Latham prepare cost figures for acquisition and ongoing operation.

**PETRELLI TWENTY-FIFTH ANNIVERSARY:** Latham reported that Evelyn Petrelli, Head of Adult Service, will be employed by the Library twenty-five years as of September 2, 1988. Dumas moved that the Board allow Latham to spend up to \$100 from trust to cover expenses associated with commemorating this occasion. Morrill seconded. So voted.

**EDUCATIONAL SUPPORT APPLICATION:** Morrill moved that the Board accept the request of Patricia Tiberii, Librarian Assistant in the Adult Service area, for \$200 in aid from Library Trust funds under the newly approved Guidelines for Educational Support. Dacoles seconded. So voted. Ms Tiberii will be taking courses this fall toward her bachelors degree at Clark University. Upon successful completion of this semester, the library will then turn over the funds to Ms Tiberii.

**WELLS GRANT REQUEST:** Latham reported that Mary White, Childrens Librarian, has prepared a grant proposal for funding through the George W. Wells Foundation. If funded,

the monies would allow expansion of the Library's two year old story hour programming.

**FY'88 ANNUAL REPORT OF THE LIBRARY DIRECTOR:** Latham distributed to the Board copies of his FY'88 annual report.

**AARP DONATES \$100 TO LIBRARY:** Latham reported that the AARP donated \$100 to the Library to be used for children's programming. The funds were used in conjunction with the Library's summer reading program.

**CMRLS REFERENCE SURVEY:** Latham reported on the results of a survey conducted by the Central Massachusetts Regional Library System studying the reference service provided by its members. Southbridge ranked well above national and regional averages, and expressed his pride in the quality of service provided by library staff.

The meeting adjourned at 12:55 p.m.

**TRUSTEES OF THE JACOB EDWARDS LIBRARY  
MEETING MINUTES  
OCTOBER 18, 1988**

Call to order: 12:01 p.m.

**ATTENDANCE:** Lenti, Lewis, VanVooren, Dumas, Dacoles and Latham.

**ABSENT:** Mills and Morrill.

**SECRETARY'S REPORT:** Lewis moved the minutes of the August 23, 1988 meeting be accepted as written. Dacoles seconded. So voted.

**TREASURER'S REPORT:** Dumas reported on the status of funds held locally by the Trustees. VanVooren moved the report be accepted as presented. Dacoles seconded. So voted.

**TELEFAX MACHINE FOR THE LIBRARY:** Dumas moved the Board allocate up to \$2,000 from trust funds to cover the costs of acquiring a telefax machine for the library. Dacoles seconded. So voted.

**TELEFAX POLICY:** Dacoles moved the Board accept the telefax policy proposed by Latham which will not allow for commercial use of the library's telefax machine, would limit the use of the machine to Southbridge residents only, and will charge library users \$.25 per page for library-related documents received. VanVooren seconded. So voted.

**FY'90 BUDGET:** Latham reported that the library's proposed FY'90 operational budget would need to be approved by the Board at their next meeting to make the early December submission deadline.

**FREEDOM TO VIEW STATEMENT:** Dacoles moved the library adopt the Freedom to View statement originally drafted by the Educational Film Library Association and adopted by the American Library Association in 1979. Dumas seconded. So voted.

**AUDIO-VISUAL MATERIALS POLICY:** Dacoles moved the Board adopt the Audio-Visual Materials policy drafted by Latham. VanVooren seconded. So voted.

**BORROWER REGISTRATION AND IDENTIFICATION CARDS POLICY:** Dumas moved the Board adopt the Borrower Registration and Identification Cards policy drafted by Latham. Latham emphasized that this policy would require a computerized registration from any borrower requesting to remove library materials from the building. Dacoles seconded. So voted.

**OVERDUE AND DAMAGED MATERIALS POLICY REVISION:** Dacoles moved the Board adopt the revised Overdue and Damaged Materials Policy drafted by Latham. Major changes to the existing policy include the assessment of a processing fee to borrowers who have lost and paid for an item, and who subsequently finds the item and requests a refund; and the provision to charge for damaged items. VanVooren seconded. So voted.

**UNATTENDED CHILDREN POLICY REVISION:** Dacoles moved the Board adopt the revised Unattended Children Policy drafted by Latham. Dumas seconded. So voted.

**STATE COMPETITIVE GRANTS:** Latham reported on the status of the Library's State Competitive grant requests. Given tentative approval last spring, the line item is included in the Governor's approved budget, however the state's fragile budget picture continues to prevent the release of these funds.

**GESTURE TO CONGRESSMAN BOLAND:** Latham reported on a non-partisan gesture to acknowledge the efforts of Congressman Boland, now retiring from service. A proposal to have a certificate available at the library for the public to sign has been made.

The meeting adjourned at 12:57 p.m.

TRUSTEES OF THE JACOB EDWARDS LIBRARY  
MEETING MINUTES  
NOVEMBER 29, 1988

Call to order: 12:01 p.m.

**ATTENDANCE:** Lenti, VanVooren, Dumas, Mills, Dacoles and Latham.

**ABSENT:** Lewis and Morrill.

**SECRETARY'S REPORT:** Dumas moved the minutes of the October 18, 1988 meeting be accepted as written. Dacoles seconded. So voted.

**TREASURER'S REPORT:** Dumas reported on the status of funds held locally by the Trustees, and noted that checks had been received from the Bank of New England, and that payments from the library to the Town of \$8,500 were due in December. Mills moved the report be accepted as presented. Dacoles seconded. So voted.

**FY'90 BUDGET:** Latham provided the Board with copies of the Library's proposed FY'90 operational budget. He noted that several increases had been included in personnel expenses. Dacoles recommended the funds requested for a new C/W MARS terminal (Precision Equipment) and Photocopier (Office Equipment) should be submitted under capital expenses. Latham noted that the state estimates our total Library Incentive Grant and Municipal Equalization Grant to be \$22,962. That, combined with the Library's contribution of \$17,000 would be deducted by the Town from the total request. Mills moved the budget be approved and submitted to the Town as amended. Dacoles seconded. So voted.

**PROPOSED SALARY REVISIONS:** As part of his budget presentation, Latham reported that he had requested the Town Manager consider upgrading salaries for the following positions in the library department: Library Director, Assistant Librarian - Adult Service, Assistant Librarian - Children's Service, Head of Processing, Building Custodian, and High School Pages. The Board generally agreed with these proposed changes, and recommended Lenti draft a letter to the Town Manager documenting the Board's support.

**FREEDOM TO VIEW STATEMENT:** In response to a request of the Town Manager for the Board to review the Library's endorsement of the Freedom to View Statement, Mills moved the Board reaffirm its commitment to the Statement. Dacoles seconded. So voted. The Board generally agreed that staff should bring to the attention of parents a statement currently on the Library's registration application which parents are obliged to sign which says, "I accept



responsibility for the selection of materials made by this person." When application forms are reprinted it is recommended that sentence be highlighted. In addition, the Board recommended that an informational block be placed against the name of a child whose parent requests the use of videos (or any other specific media recognized by the C/W MARS system) be prohibited. The Board agreed that the library could, at a parents request, prevent a child from taking video cassettes, but could not censor the video collection by rating or content. The ALA STATEMENT ON LABELING was distributed to the Board and discussed. No motion was made.

**LIBRARY HOURS AS IMPACTED BY RECOGNIZED HOLIDAYS:** Dumas moved the Board approve the revised statement of Library Hours as Impacted By Recognized Holidays as submitted, which includes the New Years, Independence Day, Veterans Day, Thanksgiving, and Christmas holidays. Dacoles seconded. So voted.

**FUTURE MEETINGS:** Latham distributed a list of future meeting dates for 1989 to the Board.

**DIRECTOR'S REPORT:** Monies for the state competitive grants awarded the Library have not yet been released; the telefax equipment has been installed and is working; the will of James Denison, the Town's first resident, will be presented to the Town by Denison heirs, and will be kept at the Library after being professionally repaired; and Latham has been elected Chairman of the Central Region Advisory Council.

The meeting adjourned at 12:59 p.m.

TRUSTEES OF THE JACOB EDWARDS LIBRARY  
MEETING MINUTES  
DECEMBER 20, 1988

Call to order: 12:01 p.m.

ATTENDANCE: Lenti, VanVooren, Dumas, Mills, Morrill, Dacoles and Latham.

ABSENT: Lewis.

SECRETARY'S REPORT: Mills moved the minutes of the November 29, 1988 meeting be accepted as written. Dumas seconded. So voted.

TREASURER'S REPORT: Dumas reported on the status of funds held locally by the Trustees. The selective hiring and spending freeze imposed by the town manager was discussed in terms of whether the Board should withhold or delay the first of its two payments of \$8,500 to the Town. The Board generally agreed that the check should not be held up, but that a cover note to the manager alerting him to the Board's good faith and expectation that no freeze will be imposed against the purchase of books and materials for the library.

FY'90 BUDGET: Latham provided the Board with copies of the Library's proposed FY'90 operational budget, which upon instructions from the Town Manager was amended from what was approved at the November 29 meeting. Latham explained that the manager had requested three budgets - a 5% decrease from the FY'89 appropriation, a zero percent increase, and a 5% increase. In addition, Latham prepared a budget representing a 10% increase over the FY'89 figures. Latham noted that the budget approved at the November meeting represented an increase of 13%. Given the fiscal picture of the state and town, such an increase was very unlikely. Morrill moved the Board recommend the 10% budget for funding by the town. Mills seconded. So voted. Morrill recommended the cover memo prepared by Lenti be revised to include the following information: a recommendation that the Board decide on which line items should be reduced if the budget has to be cut, that a statement of the civic benefits to the youth and to the elderly be highlighted, and that statistics on library service be included as well.

LIBRARY'S 75TH ANNIVERSARY FUNDING: Morrill moved the Board authorize Latham to spend up to \$1,000 on the library's 75th anniversary to be celebrated in April, 1989. Mills seconded. So voted. The Board generally agreed that this figure was preliminary, and that if additional plans were made, additional funds were an option. Mills recommended that the local Arts Lottery Council be contacted for matching funds for performers or any original work. Mills

suggested the library commission a writer to create an original work of fiction about Southbridge, particularly about James Denison, the town's first resident. Mills felt that this would provide the library with a tie-in to the town's 175th anniversary celebration coming up in two years.

**FUTURE MEETINGS:** Latham distributed a revised list of trustee meeting dates for 1989 and explained that changes were necessary to allow him to participate in the quarterly C/W MARS directors meetings.

The meeting adjourned at 12:52 p.m.