

## TRUSTEES MEETING

TUESDAY, SEPTEMBER 18, 2012

## REPORT PRESENTED BY MARGARET MORRISSEY, DIRECTOR

### Technology

Barcode duplication project has re-commenced as machine is once again available on loan from MLS. Public access computers out of service for a few hours and required IT assistance.

### Building

The DPW installed the new bike rack. There was a flood in men's bathroom on first floor, after the custodian had finished for the day. Staff shut off water source and evacuated the water to prevent the flood damage spreading. We are investigating having drains installed retrospectively, to avoid any future problems. Tasse Plumbing has replaced an exterior spigot. The air conditioner in the Children's Room malfunctioned on Wednesday afternoon and MPC arranged to come before we opened on Thursday. The preventative maintenance for HVAC has just been conducted and approximately \$4,000 of work is needed.

### Statistics:

SUMMER READING	KIDS	TEENS	ADULTS
Registered	74	2	36
Programs Offered	26	5	11
Attendance	930	86	261

### Summer Reading

Sixty three people attended the *Reading Rink* – when Blades, the Boston Bruins mascot and the street team visited the library on Monday. *Mike the Stargazer's Apprentice* opened the program. As part of the Bruins/MBLC/MLS grant, the library was presented with a Reading Rink – a set of monogrammed chairs and table and two bookcases. Everyone left with a goody bag too! There were at least 65 people for Maggie the Clown, funded by the LCC, on the same evening. A new outreach has begun at Brookside Terrace where JEL staff participates in presenting during the summer programming there. Positive feedback has been received from parents and students on the display and organization of the summer reading books, by grade level. Any titles we do not have in our collection can be obtained through interlibrary loan, via electronic hold.

### Project Bread

Summer food service, finished on August 10. The program operated for two weeks longer this year. The Dining Services staff was most cooperative throughout the program, especially as JEL was an open site and difficult to anticipate number of meals in advance. We would like to thank everyone involved for making it such a success. Our numbers were increased on last year (our first year). Participation in this program is possible only due to the library's partnership with Southern Worcester County Educational Collaborative. Each day, Monday through Friday, a team of students came with a job coach to staff the service for the duration of the program.

### Grants

During the summer, two students will have completed a total of 30 hours of as part of Title III re-grant from the ELL Dept. Also, thanks to the same grant, Andy & Veronica Fish presented a How-To workshop

for teens on Japanese Manga on Monday, July 9<sup>th</sup>. There were 12 participants of varying age groups, including some older adults. Educator and artist Susan Lozoraitis presented the final program in the grant series interpreting the Grimms Fairy Tale.

To bring Summer Reading to a grand finale, Frank the Magician returned to present his stellar magic show, attracting 78 audience members. This program was funded by Project Bread. An ice cream social followed the event which was funded by the Friends of Jacob Edwards Library. Statistical information will be provided in next week's report. Staff also completed a series of outreach activities at Brookside Terrace on Tuesdays. Applied to the Distribution to Underserved Communities Library Program (DUC) for books on contemporary art, through a grant program they operate. JEL received approximately 20 books from this foundation in FY 12. Applied for a grant to two separate funding sources, to assist with the start of a Lego Club.

### **Media**

The *Southbridge Evening News* has been providing good coverage of events at JEL including

- Ice Cream Social and
- The Last Green Valley program.
- Library Director interviewed for the weekly profile in *SEN*.
- Kim Grant, Recycling Coordinator presented a fun jewelry making class and was covered by the local newspaper.
- Len Cabral's presentation as part of Title III grant.
- Author talk by Laura Boyle – a former JEL staff member.
- In today's paper there was good coverage of the Children's Room fall decor

### **MBLC**

Jacob Edwards Library was featured in the current annual report of the MA Board of Library Commissioners for introducing a First-Of-A-Kind program – hosting the Disaster Recovery Center in 2011. In response to the MBLC's request for comment on FY14, I responded by highlighting recent interactions JEL has had with the MBLC this year and to indicate how important the Digital Commonwealth/MBLC scanning project and the subscription databases are to our community. When asked for comment about introducing new projects I requested the resumption of the 24/7 reference service and the librarian provided webservice MassBedrock.

### **Staffing**

Due to staffing levels, it has been challenging to maintain service levels at times over the summer, with vacation time and two people on extended leave.

The job advertisement for the Library Aide position (10 hours) is ready. Staff is preparing for the fall and the last minute summer reading requests

### **Children's**

Staff is weeding the collection. Staff is working on a new tool for story telling – a flannel board. To bring Summer Reading to a grand finale, Frank the Magician returned to present his stellar magic show, attracting 78 audience members. This program was funded by Project Bread.

### **Teen**

A chess instruction program was presented by Adam and Ben Piche.

**Programs**

Author Hazel Dawkins visited to discuss her mystery novels, *Eye Sleuth* and *Eye Wit*, and gave an overview on the topic of vision therapy, on Thursday, 8/23.

**Purchasing**

Applied to participate in the MA Higher Education Consortium (group purchasing of materials)

**Outreach**

Along with some other department managers, I attended the Central MA Planning and Development Commission presentation on *Walkable Communities*. I met with a local church representative to discuss areas of mutual interest and where we can extend library service to reach a wider audience. I met with Roxane Gomez of the *Grupa Latina de Juevenes Ayer* and with ELL Director again, to discuss grant opportunities in FY13. Due to staffing shortage, the outreach story program at Brookside Terrace was cancelled one week.

**Partnership**

Youth Work experience program coordinated by Center of Hope has finished – there were three students mentored over a six week period. The staff offered a structured mentoring experience and tried to interest the students in the world of work.

**AARP**

In discussion with AARP to provide tax preparation service in 2013. This year the agency was not able to offer the library some hours.

**Training**

I attended the free training for Digital Commonwealth at the NEDCC in Andover on Planning a Digital Project. I attended a one-day Leadership Institute organized by MA Library System, at Tower Hill.

**Meetings**

I attended the Literacy Volunteer Board meeting. I met with another area library director to talk about a construction project and how we managed during our project.