

TRUSTEES MEETING

TUESDAY, FEBRUARY 21, 2012

REPORT PRESENTED BY MARGARET MORRISSEY, DIRECTOR

Technology

The Scan Pro 2000 microfilm machine has been installed in tandem with the Dell OptiPlex 790 to provide a fully functioning digital interface. There are many features now available with this technology that can significantly improve our offerings to researchers and genealogists. The Southbridge Evening News has been informed, with a view to promoting the enhanced service.

Building

The wiring in the Children's Room needs to be changed to accommodate a ballast per light fixture. Bids have been requested. The installation of the ballasts is covered by warranty. I met with Ron Trudeau of the DPW to look at aspects of the building that need attention and discuss custodian duties. A crew from the DPW was here to paint the two bathrooms on the main level. The facility has been significantly improved by this clean up.

Policies

Review the Internet Use policy

Budget

The FY13 request was submitted. This year we were asked to level fund the request, with a few utilities being adjusted to market values and previous usage. Once again, the larger departments were asked for a 5% reduction budget as well. In the past, it was departments over \$300,000 but this year those at \$200,000 and above are now included.

Library Programs

The Pinkalicious Party, based on the children's picture book, was a huge success and the pictures were posted in the Southbridge Evening News. The other programs offered this month were well attended. Kyoko's Closet clothing line was featured in the Southbridge Evening News and will continue at JEL until the end of the month. This was the library's first complete fabric show. A unique opportunity was presented to host *Metaphor in Wood* and it will be on display mid February to mid March. Prior to the creation of the Quabbin reservoir, this installation was part of the original church organ in the Universalist Church in North Dana. The exhibit provided an excellent backdrop for the presentation during the Library Legislative Breakfast and will be seen by a wide audience due to the Public Access Cable TV coverage.

Southbridge Cultural Council

Jacob Edwards Library has been chosen to be a venue for eleven programs funded by the LCC program. Support from the Local Cultural Council (along with that of the Friends of JEL) is key to being able to offer high quality programs at the library.

Outreach

Staff provided an orientation tour for a group of students who are in the Intensive Family Service program at Harrington Memorial Hospital.

AARP Tax Assistance

AARP area representative visited to discuss future services. In 2012, due to lack of volunteers, they were unable to offer tax preparation service at JEL. Staff is directing inquirers to the Southbridge Community Center Wednesday service. Mr. Brady of the AARP recognized the great need for this program in town and anticipates being able to restore the service in 2013.

Digitization

In preparation for the High School Yearbooks for the digitizing project, at the Boston Public Library, we are attempting to obtain loans of issues that are missing from the collection. There are a few gaps in the Southbridge High School yearbook collection so we have contacted a few people in the community in an attempt to procure a loan of the items to have them digitized.

Dick Whitney and I met with Adam Minor, Editor Southbridge Evening News to discuss mutual goals and to determine if we can provide a copy of the SEN archive to patrons. At the moment, our subscription to the paper allows the staff access only.

Staff

The staff at the library worked hard to make the Legislative Breakfast the success it was. This involved going above and beyond regular duties and working as a team to cater the event ourselves. As it has been eight years since JEL has last hosted this event, staff was invested in welcoming colleagues from across the state as well as the legislative delegation and town officials.

Children's room staff is integrating the reference materials into the circulating collection in an attempt to make the materials more accessible.

Meetings

Apart from the regular monthly meetings of the Digital Commonwealth, and Area Library Directors luncheon, I met with Talking Book Library staff at Worcester Public Library and followed up with the Supervisor of the Service at the Legislative Breakfast.

I met with the Charter Cable technician and Cable Access director to discuss the new fiber installation for live broadcasting at the library.

ASPIRA-MA Advisory Board – an occasional group that will meet to discuss development and education in the Hispanic community.

Library Legislative Breakfast

With seventy people in attendance, Senator Richard T. Moore, Representatives John V. Fernandes and Peter Durant, as well as representatives from C/WMARS network, MBLC, Mass Library System, Southern Worcester County Educational Collaborative. The Town Manager provided the opening remarks, and the Chairwoman of the Town Council closed. Libraries in our district as far away as Bellingham were represented. The event was covered by colleagues from the cable TV, and staff of the Southbridge Evening News.

Bequests

In response to my message to Kolvoord, Overton & Wilson, two checks were sent by the Executors of the Daniel Bousquet estate to replace the check that was drawn on a closed account. This money was applied to pay the invoice for AMS for the Scan Pro 2000 – the balance \$8,296.55

Sort-To-Light Project

The staff and the four tax abatement personnel continue to work on retrospectively barcoding the items in the collection that do not have a barcode on the upper left corner of the material. The loan of the barcode duplicator will end on March 9th, and we will reapply to extend or to receive it again.

February 2012

February During library open hours	Sasha Thomas - Couture line and new entrepreneur in town	Reception 2/2 at 6:30 p.m. – 7:30 p.m.	Main Hall
Monday 27	Inkwell Imaginings	6 p.m. – 7:30 p.m.	Mills Room
Tuesday 21, 28	Knitting With Sonya	10:30 a.m. – 12:30 p.m.	Reading Room
Tuesday 21, 28	Anime Club for Teens	3:10 p.m. – 4:30 p.m.	Pioppi Room
Tuesday 21, 28	<i>Tuesday Tales</i>	10:30 a.m. – 11:30 a.m.	Children's Room
Wednesday 22, 29	Movement Program for Toddlers with Kennedy Donovan Center	11 a.m. – 12 noon	Children's Room
Wednesday 22, 29	<i>Crafty Wednesdays</i>	All Day	Children's Room
Friday 27	<i>Move & Groove for Toddlers</i> with Leena Vaidya	10:30 a.m. to 11 a.m.	Children's Room

March 2012

Women's Hand Craft		Reception 3/1 at 6:30 p.m. – 7:30 p.m.	Main Hall
Monday 5, 12, 19, 26	Inkwell Imaginings	6 p.m. - 7:30 p.m.	Mills Room
Monday 5	Mystery Book Club	6:30 p.m. - 7:30 p.m.	Reading Room
Tuesday 6, 13, 20, 27	Knitting with Sonya	10:30 a.m. – 12:30 p.m.	Reading Room
Tuesday 6, 13, 20, 27	Anime Club for Teens	3:10 p.m. – 4:30 p.m.	Pioppi Room
Tuesday 6, 13, 20, 27	Tuesday Tales	10:30 a.m. – 11:30 a.m.	Children's Room
Wednesday 7, 14, 21, 28	Crafty Wednesdays	10:30 a.m. – 11:30 a.m.	Children's Room
Wednesday 7, 14, 21, 28	Movement Program for Toddlers with Kennedy Donovan Center	11 a.m. – 12 noon	Children's Room
Thursday 8	Library Box Office – Into The Light followed by a talk with Director Karen Ryker	6:30 p.m. – 7:30 p.m.	Pioppi Room
Monday 19	FOJEL	6 p.m. -	Mills Room
Tuesday 20	Board of Trustees	12 p.m.	Mills Room