

TRUSTEES MEETING

TUESDAY, JUNE 21, 2011

Tornadoes June 1

The library closed at the regular time of 5 p.m. on June 1, just a short time before the tornadoes hit the community. There was no warning given, such as reverse 911 and such so staff was unprepared. More stormy weather on the following Thursday – one of the two programs was cancelled by the presenter. There was no damage to the building or equipment from the storm. Some computer issues have been experienced but service has resumed.

FEMA/MEMA

The library is the Disaster Recovery Center for Southbridge. There was a lot of re-scheduling of rooms to facilitate their use of the Pioppi Room but it has all worked out.

Technology

LibrariUS is conducting a survey on library usage. The survey is accessible from our main web page www.jacobedwardslibrary.org. It is hoped that many Jacob Edwards Library users will complete this national survey by the American Library Association and Public Insight Network. I responded to a survey on digitization of local newspapers, by a graduate student from Southern CT State University and was interviewed as well. The computers were down for a few hours as a result of power loss the previous evening. At present we are researching software to promote events, in order to be able to incorporate into the website and generally fine tune the media releases. The C/WMARS email system was down for a couple of days and created some difficulties with correspondence and meeting schedules as there was no access to the calendar in Outlook.

Incident

Ammodium sulfide (stink bomb) was found in book drop. Fortunately it had not been activated. The issue was investigated by SPD.

Budget

Fiscal year is closing and staff is working on obtaining all the invoices. There were many meetings this past month that I attended, including the Council of the Whole, Friends, Board of Trustees and the Budget Hearing.

Staffing

Staffing is tight with the vacant Children's position and one staff on leave. We appreciate the two additional tax abatement personnel that have been assigned for JEL, making a total of four workers. A work schedule is already arranged.

Children's Position

The Children's Librarian's job description has been updated to reflect changes since the last time this position was advertised eight years ago. As this is a union position, job bidding is permitted and will be advertised for eight days internally first.

Programs

The Artful Friends fundraiser for the Friends of the JEL went ahead as planned on Thursday after the tornadoes, with a musical performance by Rita Schiano and Rob Adams. There was another generous outpouring from the artists in the community in support of FOJEL. Tickets are selling well and we hope

this will be a successful fundraiser. Staff has a busy schedule in place for activities and programs, over the next few months. The anti-fatigue rug at the checkout desk is receiving positive feedback. The Registrar of Deeds – Anthony J. Vigliotti provided lots of information to those attending the program discussing the updates to the Homestead Act.

Meetings and Trainings

The Tech Processing staffer Lynn attended a cataloging workshop on Friday. Attended area library directors lunchtime meeting at Bay Path.

Outreach

The library had a booth at the 6th Annual Community Baby Shower and had the opportunity to engage with many parents and would be parents. I attended the Annual Meeting of the Literacy Volunteers.

Southbridge FEST

The staff, friends and trustees had planned on walking in the parade for the Southbridge FEST but it was cancelled due to storm aftermath.

School Department

Library staff participated in the annual Read Out And Read. We visited Mrs. Briggs fourth grade students and Mrs. Grimczak first grade class. On Monday a group of forty three students walked from Eastford Road School with their teachers and chaperones for an orientation and tour. The students enjoyed seeing the adult and teen area and the art work too. On Friday morning, we welcomed 45 students from Eastford Road School. During their time here, they had a tour of the library, made some crafts and participated in story time. When students visit the library with their class, it helps to promote the services and facility, especially as summer reading is fast approaching. Charlton Street School career day was in early June, and I spoke to a 2nd and 3rd grade class about librarianship as a career.

Friends of JEL

The Friends will be meeting at a later time of 6:30 p.m. on the third Thursday of each month. There will be no meeting during the summer. Next meeting is scheduled for September 19, 2011.

Professional

Responded to two surveys – one for Worcester Community Action Council and the other from the MA Board of Library Commissioners on databases. Met with area library directors.

Grant

The library has been notified that our grant application for materials was successful and we will be awarded a \$2,000 from Project Bread. We submitted a letter of support for a grant application by the Police Department.

Energy Audit

An energy audit was completed by Prism Energy Services and the report is pending. It is hoped that there will be some suggestions forthcoming that will decrease the overall cost an energy audit.

Bereavements

It is with deep regret that we learned that our colleague Corinna's son Shaun who passed away May 18. He was courageous in his fight against cystic fibrosis. Liz's brother- in-law died unexpectedly and her uncle, as well, a short time before.

July 2011 Programs at JEL

July 6 – August 12 Monday - Friday	Project Bread Summer Food Service	11 a.m. – 1 p.m.	Program Room
July 7	Debbie O'Carroll	6 p.m.	Children's Room or Outdoors
July 7	Art Reception for Students of Wildvine Studio	6:30 p.m. – 7:30 p.m.	Main Hall
Monday July 11, 18, 25	Teen Center	4 p.m – 5:30 p.m.	Mills Room
Monday 6, 13, 20, 27	Inkwell Imaginings	6 p.m – 7:30 p.m.	Mills Room
Tuesday 5, 12, 19, 26	Knitting with Sonya	10:30 a.m. – 12:30 p.m.	Reading Room
Tuesday 5, 12, 19, 26	Anime for Teens	3:10 p.m. – 4:30 p.m.	Pioppi Room
Wednesday 13	(Tentative) Greg Maicheck The Pastels of Georgia O'Keeffe	2 p.m. – 4 p.m.	
Thursday July 14	Library Box Office: <i>Spare Parts</i>	6 p.m. – 7:30 p.m.	Mills Room
Monday July 18	Cornell Cooley Fascinating Rhythm Sponsored by LCC	6 p.m.	Children's Room or Outdoors
Tuesday, July 19	Board of Trustees	Noon	Mills Room
Thursday July 21	Kaz Gamble will screen <i>My Brother Tom</i> and talk about Aspergers	6:30 p.m. – 7:30 p.m.	Reading Room
Thursday July 25	Yetti Frankel Haiku and Illustration	6 p.m.	Children's Room
Thursday, July 28	Music with Hunter and Michael	6:30 p.m. – 7:30 p.m.	Children's Room
July 4	Closed		