

November and December electric and gas bills, asking the Finance Committee what action they advised.

January 11, 1939.

Present Messrs. Montague, Rice & LeClair.

Report of the Library for 1938, including the report of the Librarian, read and accepted for printing.

Decided to continue buying technical books from the income of the Bradford Bequest.

February 8, 1939.

Present Messrs. Wells, Laliberte, Montague, Rice & Leclair, and Mrs. Smith.

Voted- To grant Miss Miersch leave of absence for the month of March, her salary for that month to be turned into the Trust Funds.

Discussed the elm trees- should be pruned, sprayed and fertilized in the spring- Mr. Rice to see whether the Town will do it; if not, Wilbur Wilson is to do it.

March 8, 1939

Gertrude Smith
Sec.

Present Messrs. Laliberte, Wells and Montague.

Discussed- Town Counsel came to get facts about the Library gifts and Trusts from the Edwards family.

April 12, 1939

Present Messrs. Wells, Laliberte, Montague and Mrs. Smith.

Discussed- Gifts and Trusts from the Edwards family to

the Library.

Mynott Fund- Bequest made of \$ 1,000 to the Library in 1887- Attorney General of Mass. wishes a report on this bequest from 1887 to 1939.

Planting of a tree to take the place of the elm in front of the Library which was lost in the hurricane.

Gertrude W. Smith
Dec.

May 10, 1939.

Present Messrs. Rice, Wells, Laliberte, Montague, LeClair and Mrs. Smith.

Decided- Not to paint the flagpole this year.

Discussed the Library grounds- rolling grass, etc. pruning elm trees.

Decided that men who leave on their hats shall be asked to take them off.

June 14, 1939

Present Messrs. Montague and LeClair.

Discussed the elevator and what should be done about having it repaired; put in shape to use.

Discussed the laws, or rules, that have been passed by the Administrators of the W.P.A. on bookbinding for public libraries.

July 12, 1939

Present Messrs. Laliberte, Montague, Rice and Mrs. Smith.

September 13, 1939.

Present Messrs. Rice, LeClair and Mrs. Smith.

Decided that the Library should be opened on Sunday,
October 15th, from two to nine p.m.-

Discussed the request of Mrs. Harry Hill to have the Library give her the copy of The Vinton Memorial, now in the Library. Only one copy in the Library, that given to the Library by Mr. Newhall, in April 1913. Decided that the Secretary of the Trustees would write to Mrs. Hill, suggesting that she try to get the other copy (which she thought was in the Library).

Discussed the question of letting the M.E. Wells high school take out the new books.

Discussed the private library of the Edwards family, which was left to the Library by the will of Miss Grace Edwards.

Gertrude Smith

October 11, 1939.

Present Messrs. Wells, Laliberte, LeClair, Rice, Montague and Mrs. Smith.

Voted- To buy the newspapers and periodicals for 1940 through Foley's News, as has been done for many years.

Voted- To give the Janitor, Romaldo Di Bonaventura, an extra afternoon off every week, as his regular hours are from seven a.m. to nine p.m., as well as extra work on Sundays, on account of Sunday opening of the Library.

October ,1939.

A special meeting was held on October th. Present Messrs.

Paige, Wells, Montague, Rice, Le Clair and Mrs. Smith.

The resignation of Miss Miersch as Librarian was read and accepted.

Mr. Paige was appointed Chairman of a committee to see about getting a new librarian. Mr. Paige appointed Mrs. Smith and Mr. Wells members of that committee.

Gertrude W Smith
Sec.

November 8, 1939.

Present Mrs. Smith, Messrs. Laliberte and LeClair.

Discussed many Library matters.

December 13, 1939

Present Mrs. Smith, Messrs. Laliberte, LeClair, Rice.

Voted- That the Trust Fund accounts for 1939 should be audited by Wallace Jodrey, Expert Accountant.

Voted- That Clara McMaster should be made a full time Library assistant, with a salary of \$70 a month, beginning with January 1, 1940.

Meeting of Trustees- December 13th.

In October we began to reregister all borrowers from the Library, so that the list will be absolutely correct- bought new registration books into which all borrowers are being entered. Have new foreign "libraries" borrowed from the State.

Fire ~~extinguishers~~ refilled.

Will have

Books ordered and cataloged for the

Library

these can be paid for the end of Feb. as we always do. The Town pays salaries only during Feb. and Jan. also electricity bills and telephone (necessary bills)/

Rental

Articles written for newspapers

Schedule of time- including girls working by hour so that everything will go smoothly

Technical books ordered and cataloged for income of Bradford Fund.

Everything in simple, running order.

Mr. Jodrey to certify to the Trust Fund Accounts for 1939.

Mr. Berry supplies the Worcester Telegram and Gazette- is the agent-thinks he should supply them.

Mr. Rice will look after grounds in the Spring-

? Wilson spray trees- Romeo grass and fertilizer
Town roll

Hope the Trustees will see to it that Clara McMaster has Muriel O'Shaughnessy's position when Muriel leaves- don't know when that will be. I asked her whether she still planned to leave on June 1st, said she didn't know. It is for the welfare of the Library that she should stay on as long as she will.

Clara McMaster left her position with the Nomar Optical Co. with the understanding that she should have Muriel Price's position when Muriel left the Library to be married. Is being paid somewhat more- do not know just how much more-than she was with the Nomar O.Co. Could she be made a full time assistant(40 hours a week)at \$70 a month salary? *yes Jan 1 '39* She will be working forty hours a week right along now and will earn the same amount. \$ 70 a month was what she had expected to have- Muriel Price's salary at the time.

Muriel is being paid 8¢ an hour extra from the Edwards Bequest- was supposed to be a temporary thing to give Muriel 50¢ an hour, which she asked for and is certainly worth. *O.K.*

Miss Rowley and Betsy Bernheim will come as much as needed- Ruth Desmarais and Arliss Olson have received some training and will fit in nicely.

Several former workers who are now in the American Optical Co. can be called on in an emergency- Betty Sutcliffe, Eleanor Haynes, Nina Hobson.

Should have a special meeting next week to

Discuss the budget for 1940

Budget is supposed to be in(to the Town Accountant before Jan. 1st.

Decide whether the Trust Funds are to be "done"

by an accountant (?Mr. Jodrey)-

Miss Miersch should like to tell him a number of things about salary bills, periodical bills- book bills paid in early March, etc.

Periodical bills should be paid the first week of January- Mr. Foley has to pay them in Dec. or else the Library would not get the Jan. periodicals and newspapers on time

? Mr. Jodrey to transfer Bradford Fund interest on February first from National Bank savings account to checking account- also from Savings Bank to checking account- then ^{for} pay for books ordered from this account.

JACOB EDWARDS MEMORIAL LIBRARY SOUTHBRIDGE MASSACHUSETTS

Mrs. Hamilton Smith, Secretary
Trustees Jacob Edwards Memorial Library
Southbridge,

My dear Mrs. Smith,

I hereby offer my resignation as
Librarian of the Jacob Edwards Memorial Library, the
same to take effect on December thirty-first.

Very sincerely yours,

Wm. W. W. W.

October 18, 1939