

Meeting Held January, 9, 1942

Present MR. J. K. Edwards, Mr. W. W. Crawford, MR. George Wells

Report for 1941 read by the trustee treasurer.

Report of Librarian read by Miss Shane, and then discussed.

1942 Budget was prepared for submission to the Town Finance Committee.

J. K. Edwards reported that he had addressed the Publick Work Reserve Committee that a children's room and new heating plant should be listed under the six year plan.

Meeting adjourned,

W. W. Crawford

(sec pro tem.)

Meeting held for February on Wed. 18th 1942.

All trustees present except Mr Francuzzi.

Reports read and accepted.

J. Osborne Holmes has audited Trustee's Funds and disbursements. Fee ten dollars. State auditor also went over all records for 1941. These placed in files of the secretary.

Treasurer Mr. Crawford just went before the Finance Comm. of the town to present our budget requests, etc.,

Miss Shane reported her talk with the Technical Society requesting the use of the old Newspaper room for their use. This was discussed thoroughly and it was voted to try their plan for a time and Miss Shane report later on the matter. It was also voted to report this and hand the reports for the year to Mr Richard Paige as the interested ex-trustee.

THE JACOB EDWARDS
MEMORIAL LIBRARY

The Treasurer reported that he had been in touch with the Town Accountant and had learned that it would be acceptable to him if the Trustees of the Library voted to authorize two Trustees in addition to the Librarian to approve invoices for payment from Town funds that had been appropriated.

This arrangement would seemingly simplify the routine which is now in effect.

Therefore,

At a meeting of the Trustees of the Jacob Edwards Memorial Library held Wednesday, March 25, 1942, upon motion duly made and seconded, it was voted that the Town Accountant be authorized to accept for payment from Town funds all invoices approved by the following signatures (in ink):

1. Librarian
2. Treasurer of Trustees Fund
3. One Other Trustee

It was also voted that a copy of this vote be filed with the Town Accountant.

It was voted also that the Treasurer be authorized to pay from Trustees Funds amounts represented by invoices approved by the following signatures (in ink):

1. Librarian
2. Treasurer of Trustees Fund
3. One Other Trustee

Gertrude W. Smith
Secretary

MAR 25 1942

April, 14, 1942.

Those present Mr. Kay,, Edwards, Crawford ,Wells,
Laliberte, and Mrs. Smith.

A table was loaned to the Red Cross from the old
Museum room for the duration of the war.

A letter was sent by the secretary to th Town
Accountant and the Library Treasurer in regard to the
signing of invoices as per last month's meeting (see
secretary's record)

Invoice for Treasurer's bond to expire April, 1, 1943.
Amount \$15.00, was approved for payment. Bond is on file with
the Town Accountant.

The Treasurer's Report was read and accepted.

The Trustee for the town and Edwards fund were appointed
as of last year. Offices as follows were voted and ac-

cepted-

1. Chairman; J.K. Edwards
2. Treasurer; W.W. Crawford
3. Secretary; Gertrude W. Smith.

Commitees to remain in office as of last year.

Respectfully submitted,

Gertrude W. Smith
Secretary

May, 1942

All the trustees present except Mr. Francuzzi .

Bills were signed and the new arrangement (see files) was discussed and accepted.

Treasurer's and secretary's reports were read and accepted.

Offices for the year same as last year.

Sec. ordered 200 post cards for meeting announcements.

Meeting adjourned,

Gertrude W Smith
Secretary

The postponed May meeting of the Board of Trustees of the J.E.M.L. was held Wednesday, June 3, at 5 P.M., with Mr. Kay, Mr. Crawford, Mr. Laliberte and Mr. Wells present. Mr. Kay was voted acting chairman and Miss Shane acting secretary. The minutes of the April meeting were omitted; the treasurer's report read and approved.

It was voted that Romeo be allowed to have his regular two weeks vacation, and to work part time as his own substitute during that time at fifty cents an hour, the rate paid to his substitutes other years.

General discussion followed on various library policies that required no vote. It was the general agreement that the Library should make every effort to curtail expenditures through the remaining months of 1942, in view of the very evident loss of revenues which Southbridge will suffer through loss of state revenues, affected by war economies.

The meeting adjourned at six o'clock.

Respectfully submitted,

Bauer Shane
Secretary pro tem.

The first meeting after the summer recess was held
SEPTEMBER 23, 1942.

Mr. Kay, Mrs. Smith, Mr. Laliberte, and M.r. Edwards
were there.

Voted to dispose of the remnants of the museum collection.

Miss Bamford's resignation was read and accepted
with regret by the trustees. Voted to pay her full pay
for the month of October.

Voted to put Miss Renaud on full time pay, and
not hourly as before.

Miss Shane to try to obtain a person to fill the
vacancy left by Miss Bamford. (salary of not more than
\$1500.)

Meeting adjourned,

Gertrude W Smith
Sec.

October 23, 1942.

Only Mr. Kay, Mr. Crawford and Mrs. Smith,
present No quorum.

Bills were signed.

Miss Shane read report of the several applicants for
vacancy in personnel (reference assistant) and it was
suggested that she write to Miss Andre as a candidate.

Meeting adjourned,

Gertrude W Smith
Sec.

The November meeting was attended by Mr. Edwards, Wells, Crawford, Laliberte, and Mrs. Smith.

Treasurer's report was read and accepted. Budget expenditures within the allotment for the current quarters was considered as quite a feat in these times. The amount spent in nine months (1942-2) \$517.96 which leaves the financial status "in the black".

Voted to set aside \$1000. for a trustee's fund, as was done last year. Report approved and accepted.

Chairman to sign record of accounts to date. *for N.E. Trust record.*

Meeting adjourned,

Gertrude W. Smith

December, 16, 1942.

Mr. Crawford, Laliberte and Mrs. Smith.

Although there was no quorum the Secretary's report was read. Miss Shane reported no success in obtaining a Reference Librarian; so it was voted to offer a salary of \$1600. for the position.

The budget report was discussed and the matter of salaries talked over .

Respectfully submitted ,

Gertrude W. Smith