

**TUESDAY, DECEMBER 21, 2010**

**REPORT PRESENTED BY MARGARET MORRISSEY, DIRECTOR**

<b>STATISTICS</b>	<b>JULY</b>	<b>AUG.</b>	<b>SEPT.</b>	<b>OCT.</b>	<b>NOV.</b>
Total No. of Hours Open	192	203	204	201	189
Total No. of Saturdays Open	0	0	3	5	4
Total No. of Hours Open Saturday	0	0	12	20	16
Total Hours Open After 5 p.m.	24	27	24	21	21
Attendance in Library	10,038	10,486	9,368	9,565	7,959
No. of Volunteers	13	14	16	8	7
No. of Volunteer Hours	47	28*	24	16	17
Room Uses by the public	80	88	107	125	112
No. of Children's Programs	15	5	8	15	11
No. in Attendance	489	112	128	184	207
No. of Young Adult Programs	9	5	4	6	11
No. in Attendance	44	37	32	44	100
No. of Programs for Adults	11	13	15	14	17
No. in Attendance	90	137	257	154	202
No. of Reference Transactions	180	169	193	151	145
Internet Use	1,282	1,430	1,282	1,331	1,379
Microfilm Use	9	19	10	7	6
Total copies made	1,576	1,207	1,446	1,375	1,092
Total prints made	1,079	958	900	964	735
Holds filled (ILL)	1,242	1,333	1,271	1,209	1,162
Holds Received	743	540	649	711	682
Wireless Visits	335	309	327	360	330
Circulation	8,462	8,142	7,063	7,223	7,243*

\*circulation for November 2009 was 6,184

## Technology

BayStateTechnology has instituted a ticket service for maintenance which assists with the processing of requests.

## Building

The library and other neighbors experienced a power outage for over 2 hours Wednesday afternoon, December 1<sup>st</sup> and was restored in time to open for the last 45 minutes of the work day. The dim lighting has been a cause of concern, mostly due to the inaccessibility of the bulbs. The DPW has replaced all the bulbs and the result is remarkable.

## Staff

Negotiations currently underway on the current contract of the clerical and library union members to defer the 1% pay increase from January 1, 2011 to the last day of the current contract June 30, 2011. I was invited by the Manager to sit in on the last two sessions.

## **Volunteers**

The students of Southern Worcester County Education Collaborative and their coach continue to provide us with help on a weekly basis – cleaning and neatening the books is their current focus and it is making a difference in the appearance of the collection.

## **Instruction**

The Generations Online program (free internet classes for seniors) has begun. Sponsored by Catholic Charities and Senior Service America, the trainer will be available for sessions Monday through Thursday from 9 a.m. to 2 p.m. Sign up is required and interested participants are encouraged to schedule a session. The Southbridge Evening News has a story in today's paper about the program. Ashley continues to offer the Technology Tips and Tricks sessions each month. We are hoping that through the publicity for the Generations Online program that there may be some interest in the Tips and Trick too.

## **Grant**

Three programs are scheduled for the MA Renewable Energy Grant – Clean Energy. We are working on completing the materials acquisitions at the moment. This grant was in the amount of \$4,093.86

The presentation of the Southbridge Credit Union Champions Award to the library on December 20<sup>th</sup>, 2010 was a nice photo op. The award was for \$1,000 for Programming.

## **Gifts and Bequests**

Received \$300 for the Marcelle Van Vooren Fund.

Received *Notice to Interested Persons of Allowance of Will* from Probate Court, VT regarding the estate of Daniel W. Bousquet

## **State Aid**

Jacob Edwards Library has been certified for the FY 11 State Aid to Public Libraries Program. Notification has been received that the first of two payments, \$10,553.90 will be received in the next few weeks.

## **School**

- Meeting with the Superintendant scheduled for January 5<sup>th</sup>, 2011.
- I met with Mr. Riley, Principal, of West Street School and we have discussed future cooperative endeavors. In the early new year he is hoping to have me address an assembly at school

## **Outreach**

The Spectacular AO Sculpture committee met on Monday evening and I was in attendance. The next phase is already underway working on lighting, landscape and hardscape.

## **Trainings and Meetings**

- Successfully completed the National Incident Management System (NIMS) 100 course, required of all municipal administrators.
- Attended the Open Meeting Law training offered by the Attorney General's office.
- The Massachusetts Library System offered a forum for urban libraries that I attended with other Library Directors.

## **Literacy Volunteers**

At the monthly meeting of the Literacy Volunteers group the Director reported that there are currently 51 matched pairs of tutors and students and there are 40 students on the waiting list. These figures

speak to the success of this program in our community. I also attended the annual Around the World Celebration organized by Literacy Volunteers was a wonderful experience in cultural diversity.

### Programs

Rhode Island poet L.M. Browning presented poems from her two collections, and the event received coverage from the Southbridge Evening News. Some of the Gingerbread Houses made by local children are on display in the main hall – many program participants wanted to take their ornaments home immediately! Puppet programs continue to be a big hit with younger library patrons and their parents! During vacation days we offer some special programs including a family screening of *Little Women* and two separate Gingerbread House making events. Some of the decorated gingerbread houses are on display in the main hall and add a seasonal ambience.

- *Southbridge Cultural Council*

Thanks to the Southbridge Cultural Council, Pumpernickel Puppets entertained an appreciative audience, in excess of 75 people, on Saturday morning

### Media

The Southbridge Evening News has provided a significant amount of coverage in the recent past. The Cable TV crew has also been here on a few occasions. I would like to have more TV exposure for programs as I believe there are many people at home watching that we could reach through this medium. We are investigating the possibility of archiving the Constant Contact Newsletter, on our web page. We continue to exploit promotion opportunities offered by the social media including Social Web where Worcester Magazine and the Pulse for example take their copy.

### Patrons

The Police Department provided assistance with an incident that took place just outside the building. The Resource Officer will follow up through the school. I also spoke to the Police Chief about this incident and requested follow up.

### PROGRAMS

<b>December</b>	
Going Green Magic Show – Steve Rudolph	Tuesday, December 28 <sup>th</sup> at 3:00 p.m.
Recycled Lantern Workshop	Wednesday, December 29 <sup>th</sup> at 2:30 p.m.
Wii for Teens	Thursday, December 30 <sup>th</sup> at 2:30 p.m.
<b>January</b>	
Library <b>Closed</b> for New Years	Monday, January 3 <sup>rd</sup>
Knitting with Sonya	Tuesdays, January 4 <sup>th</sup> , 11 <sup>th</sup> , 18 <sup>th</sup> , 25 <sup>th</sup> at 10:30 a.m.
Anime Club for Teens	Tuesdays, January 4 <sup>th</sup> , 11 <sup>th</sup> , 18 <sup>th</sup> , 25 <sup>th</sup> at 3.10 p.m.
Artist Reception – Marley Lanctot, with music by Michael Caprera (funded by SCC)	Thursday, January 6 <sup>th</sup> at 6:30 p.m.
Inkwell Imaginings	Mondays, January 10 <sup>th</sup> , 24 <sup>th</sup> , 31 <sup>st</sup> at 6:00 p.m.
Teen Movie	Wednesday, January 12 <sup>th</sup> at 2:00 p.m.
Library Box Office – <i>Alamar</i>	Thursday, January 13 <sup>th</sup> at 6:00 p.m.
Grow Your Green Esteem (RE Grant funded)	Saturday, January 15 <sup>th</sup> at 11:00 a.m.
Library <b>Closed</b> for Martin Luther King Jr. Day	Monday, January 17 <sup>th</sup>
Trustees Meeting	Tuesday, January 18 <sup>th</sup> at 12:00 noon
Go Green/Save Green (RE Grant funded)	Thursday, January 20 <sup>th</sup> at 6:30 p.m.
FOJEL Meeting	Monday, January 24 <sup>th</sup> at 6:00 p.m.
USDA Meeting	Thursday, January 27 <sup>th</sup> at 6:30 p.m.

