

**TRUSTEES MEETING****TUESDAY, NOVEMBER 16, 2010****REPORT PRESENTED BY MARGARET MORRISSEY, DIRECTOR**

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

*Technology*

The upgrade of the public access computers to Windows 7 has been completed. Some inter phase issues are being experienced with the time management system which we are working through with the network personnel.

JEL hosted colleagues from other area libraries for a demonstration of Barnes & Nobles EReader – the Nook. We hope to buy color and B&W Nook soon.

*Building*

Town Manager set up a meeting to review the issues we are experiencing with the building. This meeting took place as a result of the Chairwoman's request to discuss capital spending and facilities management, with the manager. During the recent torrential rain some leaks were discovered in the window wells in the Teen area. Seth Lajoie has reviewed the library site.

The bathroom on the main floor flooded. There was water in the hallway and some leaked down to the next floor as well. Thanks to the DPW staff Vince and Luke for assistance. Annual cleaning of the gutters has been completed.

#### Staff

Karola Daigle's husband passed away.

Library Aide position has been advertised.

Staffing shortages continue to be experienced due to illness and vacation.

#### Volunteers

The library has agreed to participate in the SWCEC Work Experience Program where 3 students and a job coach will volunteer for three hours each week. The program has started and is working out well.

#### Instruction

A contract has been signed with *Generation Online* who will offer 20 hours per week of free peer coaching to seniors, beginning in November. This program is cosponsored by *Senior Service of America and Catholic Charities*. Lots of interest has already been expressed by seniors.

#### Grant

Staff met with Recycling Coordinator to review the Clean Energy Grant and plan for the next phase.

Staff has worked with performers to submit eleven LCC Grant applications with the Southbridge Cultural Council for funding in FY11.

#### Gift

The Van Vooren Family would like to set up a fund in memory of Trustee Marcelle Van Vooren.

#### Schools

I was invited to visit West St School and talked with two classes.

#### Outreach in the Community

I attended the Visioning 2020 Meeting of The Last Green Valley on Wednesday evening.

Recently retired QCC Library Director Anne Pound visited Jacob Edwards Library recently.

I attended the official unveiling of the Spectacular AO sculpture on the common.

#### Programs

JEL celebrated Teen Read Week 2010 with a display of books on this year's theme "Books with Beat" and Wii Rock Band for teens program on October 22nd. National Gaming week was celebrated last Saturday here at the library. There was a large audience for Immigration Lawyer Iris Gomez presentation. Attendance in general is improved from this time last year.

Meeting rooms continue to be in high demand.

#### Professional Engagement

Two staff members attended the Reforma Book Fair, at Harford Public Library, to meet with vendors of Spanish-language materials. I attended the monthly meeting of area library directors.

### *Media*

Telegram and Southbridge News reporters as well as Cable company were here to cover Jack Larkin's presentation. *El Vocero* promoted Iris Gomez program.

### *Sustainability Planning*

As part of a forward planning process, we are starting to review printing/copying/scanning/faxing options and met with one of the vendors.

## **December Programs at Jacob Edwards Library**

Gingerbread Houses will be on display through December 17th

Thursday, 2 <sup>nd</sup>	L M Browning Poetry Reading and book signing	6:30 p.m. - 7:30 p.m.	Reading Room
Monday, 6 <sup>th</sup>	Mystery Book Club: <i>Murder with Peacocks</i>	6:30 p.m. – 7:30 p.m.	Reading Room
Monday 6, 13, 20, 27	Inkwell Imaginings	6 p.m. - 7:30 p.m.	Mills Room
Tuesday 7, 14, 21, 28	Knitting with Sonya	10:30 a.m. – 12:30 p.m.	Reading Room
Tuesday 7, 14, 21, 28	Anime for Teens	3:10 p.m. – 4:30 p.m.	Pioppi Room
Thursday, 9 <sup>th</sup>	Movie: <i>Man of the Year</i>	6 p.m.	Pioppi Room
Friday, 10 <sup>th</sup>	<i>Hora de Cuentos</i>	10:30 a.m. – 11:30 a.m.	Program Room
Thursday, 16 <sup>th</sup>	Hunter Foote	6 p.m.	
Monday, 20 <sup>th</sup>	Friends of JEL	6 p.m.	Mills Room
Tuesday, 21 <sup>st</sup>	Board of Trustees	12 noon	Mills Room
Vacation Week	Gaming for Teens	2:30 – 4:30 p.m.	Pioppi Room
	Family Craft: Lanterns	2:30 – 4:30 p.m.	