

TRUSTEES MEETING

TUESDAY, OCTOBER 21, 2014

REPORT PRESENTED BY MARGARET MORRISSEY, DIRECTOR

Technology

There is a significant upgrade to the Integrated Library System (ILS) that we are preparing for. Testing is ongoing and it is hoped to migrate to the 2.6 version around Veteran's day.

Building/Capital Projects

Elevator stopped working on 10/10 and the technician had to be called to re-set the service. The Charter technician has upgraded the communications box. MPC was here to repair another part of the AC unit in the data closet. The split level AC unit in the data closet has malfunctioned again and has had the contactor replaced. It is now operating again. HVAC unit in the data closet is fully operational again.

Collections

Circulation supervisor is conducting sample testing on the inventory project for universal application in the collection. Adult staff has generated a report to begin working on an inventory project and will have recruited a volunteer to assist.

Complaints/Compliments

A patron approached me about the use of the Reading Room for programs. A patron complained about another's behavior and are working through resolving the issue. Note from former Southbridgian who is here visiting, complimented April on the assistance she provided.

Council of the Whole

Part 2 - I attended the Council of the Whole: Goals and Objectives.

Children's Department

Staff in the Children's Room has added a craft to the Monday night story time, one session monthly will be bilingual. Fall is here and Acorns are the current theme creatively displayed throughout the room! The number of participants in programs in the Children's Room is increasing again, now that students have settled back into the school year. The first bilingual storytime (in English and Spanish) was a good start. Saturday's Lego Club is popular and we try to post pictures on Facebook often which helps promote interest. Lots of innovative projects and preparation going on in the Children's Room to make Lego Club more interesting – mazes were this week's theme. The new monthly bilingual story program is launched this month and we hope it will be popular with patrons.

Programs

Selections have been made for the next six months of the *Library Box Office* series. For this cycle, JEL will be screening 3 of the Film Movement foreign films, and 3 independent films from other distributors, in attempt to show more 'lighthearted' films as suggested by patron feedback. Poet Eve Rifkah read from her collection *Dear Suzanne* on Wednesday, September 17th at 3:00 p.m. in the Reading Room. Libraries across the country are displaying books that have been banned in recognition of the annual Banned Books week organized by the American Library Association and JEL is participating with our own display. The October display is linked to fall and Thanksgiving.

Media and Social Media

Our use of Facebook as a promotional tool has increased to offset the loss of coverage due to the *Southbridge Evening News* being a weekly publication now. As of today, we have 1,535 subscribers to the eNewsletter (Constant Contact) and 530 "likes" on Facebook.

Meetings/Outreach

I attended the regional meeting at the YMCA on Youth development. I met with QCC student intern to discuss ideas on ways to work with *A Place To Be Me*. On Saturday the group hosted a treasure hunt at JEL and would like to continue to have events here. This week I participated in the planning committee for the Library Legislative Breakfast, at the West Boylston Library. Jacob Edwards Library will host a legislative forum in early February 2015. I attended the C/WMARS User Council meeting and met with the area library directors afterwards to discuss items of mutual interest. On 9/25, I attended the Open House at Optimum Technology. I participated in a conference call planning the Digital Commonwealth annual meeting. I attended the State Aid workshop at Worcester Public Library.

FOJEL

The Tuesday knitting group has just completed a patchwork afghan and will be donating it to the Friends of the Library for a raffle at the Winter Concert on Thursday, December 4th, 2014. Three gingerbread houses will be door prizes at that event.

Gifts

DVD and book on "*John Olszta: The Greatest Ever*" about Candlepin bowling and \$20 from Al Labelle.

Grants

October 15, was the deadline for LCC grants. I have been working with 19 applicants for the Southbridge Cultural Grants and successfully submitted on the 19 applicants. Cornell Coley performed a selection of Afro-Cuban and Brazilian music on Thursday, September 18th at 6:30 p.m. to an appreciative audience. The event was covered by the *Southbridge Evening News*. Thanks to the Southbridge Cultural Council for

sponsoring this event. This afternoon we have art instructor Greg Maichack presenting his workshop on Sunflowers.

Research

Worked on a question relating to Dr Anna Estelle Glancy and took this opportunity to add some information to the archive that I discovered on Ancestry.com.

Staff

Rose Reith has started in the Library Aide position in the Children's Room and the Children's Librarian is doing orientation with her. New hire Brent Bohm will start in the library page position later this week.

State Aid and ARIS

State Aid financial report was submitted on October 10th and receipt confirmed. There is an increase of \$2 million this year from the state.

Summer Reading

The staff is very pleased that Southbridge had a winner in the statewide summer reading raffle! The prize was a signed Bruins jersey!

Teens

Plans are in place for a new weekly teen program, "Teen Tuesdays," will begin in November with a different activity each week, right after school. As anime & manga are still popular with our teen patrons, one Tuesday per month will feature anime.

Town Manager

The Town Manager, DPW Director and I met to discuss the procurement for ceiling project. Mindy Ernst-Fournier provided some information about the contiguous properties.

Training

Some of the staff attended the MIIA webinar on 9/18. Working on finding a presenter for the annual half-day training for staff. This year the theme will be 'difficult patron interactions and how to handle them'.

Trustees

Staff, Trustees and Friends were saddened at the news of Board of Trustee Member Paulina Dacoles passing. A floral tribute was sent to the funeral home from the Board of Trustees. Paula served on the Board from 1986.

Volunteers/Tax Abatement

Staff welcomed new volunteer Nancy Norbeck from Charlton and who will work on the inventory project among other tasks.

100th Giving Thanks for current and past staff

Robin, Mel and Margaret working on some proposals to present at today's meeting

Month of November Exhibit	Exhibit of work of Monica Elefterion	During Library Open Hours	Main Hall
Monday 3	Book Club	6:30 pm – 7:30 pm	Reading Room
Monday 3	Hora de Cuentos – bilingual story time	6:30 pm – 7:30 pm	Children's Room
Monday 10,17,24	Pajama Story Time	6:30 pm – 7:30 pm	Children's Room
Monday 17	FOJEL Meeting	6 p.m.	Mills Room
Tuesday 21,28	Knitting with Sonya	10:30 a.m. – 12:30 p.m.	Reading Room
Tuesday 18	Board of Trustees Meeting	12 noon	Mills Room
Wednesday 5,12,19,26	Crafty Wednesdays	drop-in all day	Children's Room
Wednesday 5,12,19,26	Super Kids	10:30 a.m. – 11 a.m. Followed by a craft	Children's Room
Thursday 6,13,20,27	Lego Club	3 p.m. – 4:30 p.m.	Craft Room
Thursday 6	Artist Reception – Monica Elefterion fiber artist	6:30 pm – 7:30 pm	Main Hall
Thursday 13	Library Box Office: Moonrise Kingdom	6 p.m.	Pioppi Room
Thursday 20	Technology – What is the next innovation? What does technology hold? With Eric Silverberg	6:30 p.m. – 7:30 p.m.	Reading Room
Thursday 27	Thanksgiving – library is closed		
Friday 28	Library is closed		
Friday 7,14,21	Toddler Time	10:30 a.m. – 11:30 a.m.	Craft Room
Saturday 1,15	Chess Club	10:30 a.m. – 12:30 p.m.	
Saturday 1,8,15,22,29	Lego Club	10 a.m. – 12 noon	Craft Room

*sponsored by the Southbridge Cultural Council