

# **TRUSTEES MEETING      TUESDAY, FEBRUARY 24, 2015**

## **REPORT PRESENTED BY MARGARET MORRISSEY, DIRECTOR**

### **Budget**

I attended the budget hearing with Interim Town Manager, Finance Director and Chairman of the Board of Trustees. Since then there have been many adjustments:

- In FY16 The wage increase has been decreased from 2.5% to 2%;
- Library Circulation Assistant S-5 position/30 hours per week is not being funded. Three other positions: one in DPW, Fire and Police are also frozen. The library position will be the first to be re-instated, if funding becomes available.
- Minimum wage has been incorporated into the budget for Library Pages who will be increased to \$10 per hour and Library Aides to \$11.34.

### **Building/Capital Projects**

The DPW has been doing a great job keeping up with the snow clearing and we send out thanks. The Emergency call system Everbridge is working well keeping residents informed of developments. Wel-Design conducted the annual fire alarm inspection. MPC completed the winter preventative maintenance program. Since the most recent storm we have a leak in the History Room due to the ice dam on the roof, another leak coming through one of the Main Street window casements due to effervescence on the brick façade and large icicles in that section of the building. On February 20<sup>th</sup> a pipe in the baseboard heating system in Tech Processing was frozen. There was no insulation in the wall, MPC have added foam insulation and around the pipe. Additionally they added glycol to the system to prevent any future problems.

### **Collections**

The library has arranged to subscribe to an online group of magazines known as Zinio which will allow access to 50 current and previous years' periodicals, in FY16. Evaluation and relabeling of the YA Graphic Novel section is complete. Shifting of nonfiction books in the stacks has begun to better display the materials. Work has begun on evaluation of the adult CD collection.

### **Children's Department**

A Valentine's Day Creation Station was set up for free choice craft and was very popular.

A lot of new books and movies came in throughout the week, and many of them have already been checked out! The Family Yoga series of four programs with Anna Sotar, supported by the Southbridge Cultural Council is going well. At a future date, we would like to offer an after-school class and feel it would appeal to kids. Robots was one of the themes explored during Lego Club this month. Staff prepared lots of activities for Vacation Week and it was busy throughout the week. We have continued to get a good response to our AWE Early Literacy Station, children and parents have been using it a lot, and liking it. A photo op was organized at the Southbridge Savings Bank and promotion material about the new computer has been sent out.

### **Library Legislative Breakfast**

Senator Ryan Fattman, Representative Peter Durant and Representative Joseph McKenna were in attendance, along with Town Councilors and colleagues from the MA Board of Library Commissioners,

C/WMARS, MA Library System. It was a successful event and was well attended despite the bitterly cold weather. There were approximately 60 people here and the event was taped by the Southbridge Cable TV for future broadcast. I appreciate the efforts of the staff that ensured the success of this event.

### **Programs**

A screening of "*Will You Still Love Me Tomorrow?*" was held on Thursday, February 12<sup>th</sup> as part of the Library Box Office series. An artists' reception was held for featured artists, Abu Mwenye and Paul Mlinga. One of the paintings has sold! Their work is on display all month as part of the library's African American History Month celebrations. On Thursday, January 29, Charlton author Gayle Suzanne gave a presentation on her book "It's In the Little Things," and discussed overcoming negativity and focusing on the positives in life. Dr. Eugene McCarthy presented a reading from his book (co-authored with Fran Quinn), *Sound Ideas: Reading and Speaking Poetry*. The event was well-attended, and the library has purchased a copy for the collection. A call to artists has gone out for the 11<sup>th</sup> Annual Women's Handwork Show, which will be held in March. Response has been very good so far, and the call seems to be reaching new artists. The Library Box Office screening of *Hyde Park on Hudson* (on 1/15) was very well attended, with 15 patrons. This is a good sign for this 6-month trial cycle using more 'mainstream' independent films in the Box Office series.

### **Media and Social Media**

As of today, we have 1,537 subscribers to the eNewsletter (Constant Contact) and 591 "likes" on Facebook.

### **Meetings/Outreach**

The AARP added additional days and times to the Tax Prep schedule to accommodate the appointments that needed to be re-scheduled. I met with Steven Roenfeldt the new Director of the Recreation Department. I also met with Teresa Sebastian of the WRTA to discuss outreach and bus service in the community. I attended the meeting of department heads with the UMass consultant regarding the Town Manager search.

### **FOJEL**

The afghan donated by the knitting group as a fundraiser for the Friends, raised \$194.

### **Grants**

The Felix Gatineau bas relief looks very handsome installed at the Reference Desk on the main level. Birdhill Designs completed the installation funded by the Southbridge Historical Commission. Over sixty people attended the Maggie The Clown program sponsored by the Borgatti Fund for Valentines Day. Anna Sotar continued the *Family Yoga* series sponsored by the Southbridge Cultural Council. The Cultural Council grants have been announced. An award of \$1,000 has been made towards the installation of a sculpture at the library. During the year, JEL will be hosting fourteen programs funded by the Southbridge Cultural Council. The Claire J Birtz Trust has offered to fund a reception to officially launch the gallery at the library, now that the signage has been installed. I am working with the committee to find a suitable date.

### **Proctoring**

Staff proctored an exam for a BYU student.

## Staff

Staff completed the online Ethics/Conflict of Interest training and appropriate forms sent to Town Hall. Staff is working on a Standard Operating Procedure for the Library Legislative Breakfast and Receptions in general. Karola Daigle is retiring in May after 15 years of service.

## Teens

The Chess Club originally scheduled for last Saturday has been rescheduled to this Saturday, 31<sup>st</sup>, due to the snow. A homeschooled student and her tutor were given a library orientation session on Wednesday, 27<sup>th</sup> in preparation for a research paper.

## Town Manager

The Interim Town Manager, Kevin Paicos has summarized the movement to date on the blighted properties contiguous to the library, in the weekly report.

## Training

I participated in the EAP training *Mental Health Awareness for Managers*, February 12, 2015.

## Trustees

Four candidates will be interviewed at the February meeting for the two vacancies that exist on the board due to the resignation of Fr. Peter Joyce (Town) and passing of Paula Dacoles (Trust)

## Volunteers/Tax Abatement

Senior Tax Abatement Program has begun and we will have six seniors working with us. They have completed the state Ethics Online Training.

## Closings Due to Weather

The library was closed due to inclement weather on Saturday, January 24, 26 (closed at 2 p.m.) and 27, 28, February 2, 9,

Month of FEBRUARY Exhibit	Paintings by Abu Mwenye and woodwork and crafts by Paul Mlinga		Main Hall
Tuesday 24	Knitting with Sonya	10:30 a.m. – 12:30 p.m.	Reading Room
Tuesday 24	Teen Tuesday	3 p.m. – 4 p.m.	Pioppi Room
Tuesday 24	Trustees Meeting	12 noon	Mills Room
Tuesday 24	Family Yoga with Anna Sotar#	10:30 a.m. – 11:30 a.m.	Children's Room
Wednesday 25	Crafty Wednesdays	All day – drop in	Children's Room
Wednesday 25	Super Kids	10:30 a.m. – 11:30 a.m.	Children's Room
Thursday 26	Lego Club	3 p.m. – 4:30 p.m.	Craft Room
Thursday 26	<i>MA Commission on the Status of Women</i> Public Hearing	4:30 p.m. – 6:30 p.m.	Pioppi Room
Friday 27	Baby Time	10:30 a.m.	Children's Room

Saturday 27	Lego Club	10 a.m. – 12 noon	Craft Room
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Month of MARCH Exhibit	Women's Hand Work		Main Hall
Monday 2	Book Club: <i>House of Sand and Fog</i> by Andre Dubus III	6:30 p.m. – 7:30 p.m.	Reading Room
Monday 2	Hora de Cuentos	6:30 p.m. – 7:30 p.m.	Children's Room
Monday 9,16,23,30	Pajama Story Hour	6:30 p.m. – 7:30 p.m.	Children's Room
Monday 23	Friends of JEL meeting	6 p.m.	Mills Room
Tuesday 3,10,17,24,31	Knitting with Sonya	10:30 a.m. – 12:30 p.m.	Reading Room
Tuesday 3,10,17,24,31	Teen Tuesday	3 p.m. – 4 p.m.	Pioppi Room
Tuesday 17	Trustees Meeting	12 noon	Mills Room
Wednesday 4,11,18,25	Crafty Wednesdays	All day – drop in	Children's Room
Wednesday 4,11,18,25	Super Kids	10:30 a.m. – 11:30 a.m.	Children's Room
Thursday 5,12,19,26	Lego Club	3 p.m. – 4:30 p.m.	Craft Room
Thursday 5	Artist Reception Women's Handwork	6:30 p.m. – 7:30 p.m.	Main Hall
Thursday 12	Library Box Office: <i>In A World...</i>	6 p.m.	Pioppi Room
Thursday 19	Genealogy Research Tips with Charlene Sokal*	6:30 p.m. – 7:30 p.m.	Reading Room
Thursday 26	Book talk and signing <i>The Dyeing Room</i> By Robert McMaster*	4:30 p.m. – 6:30 p.m.	Pioppi Room
Thursday 26	BOOK SALE – Friends of Jacob Edwards Library	2 p.m. – 7:45 p.m.	Pioppi Room
Friday 27	BOOK SALE – Friends of Jacob Edwards Library	9 a.m. – 4:45 p.m.	Pioppi Room
Friday 6,13,20,27	Toddler Time	10:30 a.m.	Children's Room
Saturday 28	BOOK SALE – Friends of Jacob Edwards Library	9 a.m. - 12 Noon	Pioppi Room
Saturday 7,14,21,28	Lego Club	10 a.m. – 12 noon	Craft Room
Saturday 7,21	Teen and Tween Chess Club	10:30 a.m. – 12 noon	Main Hall

sponsored by : \*100<sup>th</sup> Anniversary Celebration