

TRUSTEES MEETING TUESDAY, SEPTEMBER 2018

- Attended the MA Board of Library Commissioners presentation on the State Aid financial reporting, at Auburn Public Library 9/10.

- Contract for roof repairs submitted by Rockwell Roofing Inc., the lowest bidder at \$14,975.00 was approved at Town Council 9/10. Anticipated to have this repair completed before October.
- Working on data for the Inspections Department.
- National Grid is working in the Main/Foster streets area and traffic has been slowed down. Foster Street was closed as a thoroughfare for 2 days.
- DPW staff removed damaged concrete and re-poured the curb cut/ADA access 9/24.
- American Alarm installed 6 additional security cameras and updating the infrastructure 9/24-9/25.

Event	8/29	8/30	8/31	9/4	9/5	9/6	9/7	9/10	9/11	9/12	Totals
Storytime Wednesdays										2	4
Crafty Weds	12				9						21
Construction Crew		7				7			4		18
Story time Friday							12				12
Collage Monday											
Total	12	7			9	7	12		4	4	55

[illegible]

International dot day		29										29
Erin Demelo			37									37
Total	11	41	42	0	4	19		10	14	0	5	146

Collection Development

- Children's Non-Fiction is the current focus.
- Maintenance weeding being conducted in adult collection.

Development

- Arranging a meeting with James Dyer, Trustee Emeritus to review development options for the board.

Friends of JEL

- The Friends had a table at the Autumn Fest on the common on 9/22. There were 80 participants who worked on the craft project. It was also an opportunity for the FOJEL to engage with the community.
- Generously funded many of our programs and providing honoraria for presenters.

Grants

- Preparing for the annual Local Cultural Council grant round and liaising with performers and presenters.
- A grant in the amount of \$1,500 was received from the Olive I. and Anthony A. Borgatti Jr. donor advised fund at the Greater Worcester Community Foundation 9/24.

Media

- Staff at the SCTV have been doing advance preparation for the set up to record the Franco American program on 9/27.
- Significant coverage being received from Southbridge Evening News, Citizen Chronicle, Focused on Southbridge and SCTV, assisting in promoting the library and our programs to a wider audience.

Meetings

- Working with the Southbridge Trail Committee to discuss the installation of a *Story Walk* at West Street Trail. Gathering information from other libraries that have participated in this program.
- Met with Christopher Rae of the Red Cross 8/28

Outreach

- *Southbridge Rocks* continues as a community-wide engagement. It is a wonderful way of promoting the library.

Programs

- The featured exhibitor for the month is David Berg of Blackwood Imaging, in partnership with Pedro Aponte. A web connection from the artist's home in St. Croix was made to conduct a Q&A, on 9/6.

- The film for the Library Box Office was *Professor Marston and the Wonder Women*.
- Author Tracey L. Ryan presented on her second book in a mystery trilogy *Wicked Shadow of the Hunter* on 9/13. Recorded for cable and You Tube.
- Photographer Mario Quiroz Servellón presented a program “Photography as a Timeless Witness of America's Immigrant Heritage”, sponsored by the Friends of JEL on 9/20. Recorded for cable and You Tube.
- Conducted a *Book-A-Librarian* session on 9/19 on how to download eBooks.

Safety and Security

- Police officers conduct walk-throughs on a regular basis
- Three additional interior security cameras were installed and three on the perimeter of the building to improve the safety in the building and the perimeter.

Senior Tax Abatement

- All participants will have completed the 65-hour requirement within the next three weeks.

Staffing

- Interviewed for the vacant Library Aide position and hired Catherine Fournier 9/18.

Technology

- American Alarms (contract \$17,485.29) to install additional cameras and upgrade infrastructure (on state bid list), funded by the FY19 Capital grant has been completed 9/24-9/25.
- Adult Services Librarian is working with Symantec to resolve a bug on the public use computers.
- Network C/WMARS will run an update to our ILS system: Evergreen over Columbus Day weekend that includes some bug fixes for the new web client.