

TRUSTEES MEETING TUESDAY, JANUARY 22, 2019

REPORT PRESENTED BY MARGARET MORRISSEY, DIRECTOR

Budget

- Working on the operating and capital budgets.

Building

- Jamie is working with staff to re-organize the storage space for more effective use
- LED parking lot lamp not working. Contacted project supervisor and lamp will be replaced at no charge.

Child Children's Room

Story Time Wednesdays	Crafty Wednesdays	Construction Crew	Story Time Friday	Tinkering	Author Anna Staniszewski	Coding Monday	TOTAL
6	15	9	42	2	16	4	94

- Anna Staniszewski, who has been Boston Public Library Writer-in-Residence, presented an amazing story time on Saturday 1/5. The program was recorded for SCTV and is available on YouTube.
- *Coding on Monday* evenings using computers and Snap Circuits is increasingly popular.
- Set up profiles for kids on code.org so they could continue each week and see their progress.
- *A to Zoo* 10TH edition now available as a readers advisory tool.

Collection Development

- Inventory continuing in the Children's collection.

Gifts and Grants

- The library has received a gift from EnChroma of three pairs of glasses to correct some color blindness 1/7. This is an enhancement to our *Library of Things Collection*. The MA Library System is interested in promoting this new acquisition as it is unique to our collection, as far as we know. I would like to recognize the role Dick Whitney played in this gift. Dick has a colleague from EnChroma who is a member of the lens standards board and I believe it was this interest in the research that secured the gift.

Meetings

- Attended *Area Library Directors* meeting in Sturbridge.
- Attended *Library Legislative Breakfast* in Spencer 1/4 and in Webster 1/11 and advocated for library services for our community

Memorial Donations

- Donations in memory of Ms. Ada Mae Crosbie

Friends of JEL

- Hosting the reception for the Southbridge Business Partnership on 1/24.

Media

- Interview with Max on the forthcoming programs.

Museum Passes

- DCR and Mystic Aquarium passes arrived and now available for checkout.

Outreach

- The fuel assistance (LIHEAP) is underway until April usually. The WCAC staff set up a satellite office at JEL, once per week, and offer service to the community.
- Provided a tour of the library for Councilor John Daniel 12/18.
- Attended the Library Legislative Breakfast in Spencer on January 4th and in Webster 11th. It is always a great opportunity to get together with the library community, focus on our needs and meet the legislative delegation and express our concerns.
- The January Southbridge Business Partnership will be held at JEL 1/24. I will be providing a tour of the facility and some highlights of new services we provide.
- Met with history faculty member from SMHS to demonstrate resources on WWII and in particular the school yearbooks during that period that are available in hardcopy and digital format.

Programs

- The Photography of Justin Lawson is on display throughout the month of January. A reception was held on 1/3 and was well attended. The exhibitor was interviewed by Max and the presentation is available on You Tube.
- Scott Snow provided a timely program on goal setting and time management on 1/17, sponsored by the Friends of JEL.

Safety and Security

- Officers walk through often and check in with the staff.
- Silent alarm fobs had the batteries replaced 1/10

Staff

- Adult Services position is advertised. Interviews with applications will begin soon.

Tax Abatement

- The library has been informed that we will have six personnel this year: Linda DiBonaventura, Larry Day, Gay Roberts, Ted Bartlett, Virginia Rutcheo and a new person to the program Luz Espino.

Tax Preparation

- The AARP volunteers will provide **one** weekly session on Mondays, starting February 4th from 9:15 am to 11:30 am. The number of sessions have decreased as the AARP are struggling to find volunteers to assist in the program.
- Tax forms have started to arrive from the IRS and DOR

Technology

- The computer attached to the ScanPro microfilm machine was serviced by PC Octane as we were experiencing some issues 1/16
- Maintenance contract for Copier/Printer/Scanner with Ricoh was approved.
- AWE Early Learning Computer is going in for service, still under warranty 1/11.
- Flickr approved our request for a complimentary upgrade to Pro account.