

TRUSTEES MEETING TUESDAY, OCTOBER 22, 2019

REPORT PRESENTED BY MARGARET MORRISSEY, DIRECTOR

ARIS/State Aid

- The financial report for compliance with State Aid was submitted on 10/4.

Building

- Working on the draft invitation to bid for the installation of copper gutters on the west Side of the building
- Contacted some architectural firms to discuss the ceiling repair project throughout the building, to find a firm to assist with the capital project. Nault Architects has proposed some options for a plan of service.
- LaRoche Electric was here 10/15 to complete the Emergency lighting.
- MPC was here 10/21 to install the heat igniter RTU #2 (for heating on mezzanine). The wrong part was delivered. MPC will install immediately on receiving the correct materials.
- Building Inspection Department has determined the room capacity for the public areas and they will be posted in the relevant areas.

Children's Room

- Kim the Tooth Fairy and "Ghostbuster" presented a wonderful Halloween event for the children on Saturday October 19th. There was lots of engagement on social media. This is a complimentary program offered by Kids Zone Dental.

9-25-19 to 10-8-19	Total		10-9-19 to 10-22-19	Total
Crafty Wednesdays	17		Crafty Wednesdays	22
Tinkering	3		Tinkering	1
Construction Crew	11		Construction Crew	12
Monday Night STEAM	9		Monday Night STEAM	2
Story Time Weds	2		Story Time Wednesdays	9
Friday Story Time	34		Friday Story Time	37
Saturday Construction Crew	11		Saturday Construction Crew	7
			Halloween Party	39

Grants

- A grant of \$1,500 was received from Greater Worcester Community Foundation's Olive I and Anthony A Borgatti Donor Advised Fund for children's programming.
- Submitted 17 letter of support to the Cultural Council for programs in 2020.

Meeting Room Usage

- HiSet/GED classes have resumed on Mondays and Wednesdays, offered by Webster Dudley Adult Literacy. The number of students has increased.

Outreach

- Books and resources are on display in support of the "Red Ribbon Week," recognizing substance abuse awareness, and also for Breast Cancer Awareness Month and Fire Prevention Week.
- Copies of the draft amendments to the Zoning and Marijuana bylaws have been posted at the request of the Economic Development Department.
- Met with Recreation Director, Jared Latour to discuss areas of mutual interest and programming 9/30.

Proctoring

- Continuing to offer this service for distance learning students. We average one or two appointments per month. There are only a few libraries in the state that offer this service.

Programs

- Flamenco Boston with Antonio 'Tiriti' Tran performed on September 26 sponsored by the Cultural Council. The show was recorded for You Tube. There was a full house for the event.
- The Tuesday knitting and handwork program drew 37 attendees for both sessions
- The exhibit *Connected in Nature* is featured throughout the month of October. Like many of the programs this month, they are presented as part of our contribution to The Last Green Valley's *Walktober* events. A reception for the artists: Piya Samant and Doreen LaScola was held on October 3rd. Max interviewed both artists and the video is now airing on Cable and You Tube.
- The book club discussed *Bed: A Novel* by David Whitehouse on 10/7.
- David Vermette introduced his book *A Distinct Alien Race: the Untold Story of Franco-Americans* on October 7th. Copies of the book were available for sale through Booklovers Gourmet. Mr. Vermette is on tour in New England.
- *The Vanishing* was screened on October 10th at 6 pm.
- The library applied to the Bloomberg Philanthropies and National Geographic for a copy of the movie *From Paris to Pittsburgh* and permission to screen the film about climate change. 7 people attended.
- On Thursday, October 24th Dr. Teresa Thomas will present her research on *Migration to Massachusetts: Economic Opportunity for Italians in Southbridge, 1910-1945*.
- The following Thursday, 10/31 North Quabbin photographer Dale Monette will present a talk on his new book *Voyagers Visitors and Home*.

Safety and Security

- Police officers checked in with staff and conducting walk-throughs in the building, many times during the reporting period.
- Staff discovered barcodes from 4 books that were stolen on 10/16. The person has been identified on camera. On further investigation using the footage, the person was observed to have a pocket knife with approximately 4" blade in their possession and had it open while walking up the stairs, as shown on camera. Officers came in to take a report and footage has been provided for the investigation.
- A nip bottle was found at the photocopier and disposed of 10/18.

School Department/21st Century Program

- The Tuesday sessions have been going well. There was none scheduled the day after a holiday (10/15) 3-4 students are in the knitting/crochet group, 2 are building a robot or Mindstorm and 2 are in book club. The 21st Century group will continue to meet throughout the academic year for a one-hour session. A curriculum was developed by Stephanie, Adult Services Librarian. The focus is on STEAM
- The early dismissal on Wednesdays to facilitate staff development has not had a perceptible increase in visitors to JEL.

Staff

- Staff screened the Emilio Estevez movie "The Public", Tuesday 9/24 after work. Thank you to the Trustees for providing refreshments.
- April Denault has resigned to take up a full time position. The Circulation Assistant position (30 h.p.w.) has been posted.

Tax Abatement Personnel

- All but one of the five participants have completed the program. His hours will be completed this month. One of the participants has already completed the program but continues to come to JEL as a volunteer.

Technology

- Patrons are enjoying the option of being able to print directly from their phones and other devices. This is particularly helpful for patrons who have been sent from the DMV to print forgotten documents.
- Issues with the size of the text on the Bus Tracker. Bryley tech staff and software designer Engaged patrons worked on this (for a few days) to adjust the text on the JEL programs side so that it is easier to read 10/10.
- Preventative maintenance appointment has been scheduled for the ScanPro microfilm reader.

Teens

- Set-up a drop-in maker space for tweens/teens where they could create masks in papier-mâché during the month of September. The masks are still on display to celebrate Hispanic Heritage Month.
- Hogwarts Mug Rugs are the current make and take project, and are based on the houses in the Harry Potter series.

Training

- Cyber Security training scheduled on 10/28 at 8 am for staff.

Volunteers

- Sophie Szydluk a student at Notre Dame High School has started volunteering one hour each week during the academic year in the Children's Room.