

**Report presented to the Board of Trustees  
by Margaret Morrissey, Director  
July 26, 2022**

ARIS (Annual Report of Information Statistics)

- The statistical report, part of the state aid process is underway. Due for submission August 26, 2022

ARPA

- Scheduled to meet with the committee 8/4 to discuss technology needs at the library.

Building

- Parking lot - vegetation cut and area cleaned up over many days. Wood chips spread 7/19.
- Three contractors were contacted for a quote for the memorial donation of the Notre Dame School stained glass transom installation. Ernie Morse conducted a second site visit 7/14 and Dennis Tucker of Brunarhans 7/21, to review the project with a view to submitting a quote. Awaiting response from Cronin Cabinetmakers.
- Mike Garon electrician here 7/21 to review the lighting needs – grant from the Southbridge Cultural Council.
- Casella has changed our trash collection day to Wednesdays.
- Punch list is being updated to identify the building related projects.

Children's Room

- 91 kiddos are signed up for the Summer Reading Program
- Ricardo Frota and Ecology of Sound event 7/12 an afternoon program
- Strong response is being received to the programs on Monday evenings. 69 people attended the Animal Adventures event 7/25.

Collection Development

- Shifting of the paperback collection has been completed.

Friends of JEL

- Draft Memorandum of Understanding is presented at today's meeting for comment.

Grant

- Grassroots Climate Group – offered funding for thematically related books that staff would select.
- Illumination of sculpture – LCC grant of \$3,000 awarded by Southbridge Cultural Council, working on a scope of service.
- ARPA grant – request for funding for technology. Initially we looked at cabling but now reviewing fiber optic connection.

## Outreach

- The National Library for the Blind is no longer publishing LT print version of Talking Book Tapes 7/6.
- Area Librarians met on 7/13 to discuss items of mutual interest
- Christmas in July – the knitting group presented New Hope with handmade hats, scarves etc. for their clients. A donation to St. Luke's is pending.

## Programs

- *The 16<sup>th</sup> Pride in Southbridge* featured a concert with Giuliano. Duet performed with Josh Croke. Performance funded by Friends of JEL and broadcast on Facebook Live. Also recorded by SCTV for upload to YouTube.
- Boston artist Maureen Ridge has a show titled *Monotypes*, on display throughout the month of July
- Aldrich Astronomical Society with Dino Tata and Jim Zebrowski presented a program on the images from the James Webb Telescope that have recently become available, on 7/14
- Matt York presented *Stories and Songs by The Highway Men* 7/21, funded by an LCC grant and broadcast on Facebook Live and recorded by SCTV for upload to YouTube

## Safety and Security

- Swastika removed from 808.81 shelving section 7/1. Another was removed from the 801.95 section and the bathroom. A visual check was done of the area and no others were found. Camera footage does not cover these area.
- Police officers assisted with patron under the influence of a substance on 7/25. She refused offer of assistance.

## Staffing

- Michelle Garcia who has worked at the library in various positions since 2005 has submitted her resignation. Michelle is moving out of state. Luncheon is planned for staff on Thursday 28, sponsored by the Board of Trustees.
- The applications for the library page vacancy have been reviewed and some candidates are being invited to interview.

## Summer Reading Registration

|                      |                     |         |
|----------------------|---------------------|---------|
| Adults 61 – 6 online | Teens 21 – 4 online | Kids 92 |
|----------------------|---------------------|---------|

## Technology

- Libby is now available for download through Apple Car Play and Android Auto to make for a seamless access in the car.
- Working with PiperWebs on capturing the statistics from our website using the new version of Google Analytics.
- Quote from CWMARS to install fiber through Charter. Three different services were quoted

- Charter speed has been updated to 600 mbps download and 35 mbps upload, Charter installed a new modem to facilitate this increase speed at no cost to the library.
- Seven new Dell Optiplex 5000 Small Form Factors were purchased in June
- The five library hotspots provided by a grant through the MBLC are circulating well.
- The Aldrich Astronomical Society repaired the JEL Telescope that had a part that had worn out.
- The town is considering upgrading the telephone systems throughout the town buildings.
- Issues with the MUNIS accounting software 7/25

#### Teens

- 21 teens signed up for Summer Reading Program
- Kathoots!, Take and Makes and the Trail Clean Up have been the most popular activities for teens, so far.
- Adult Services Librarian worked with the Southbridge Trails Committee to host a clean up of the West Street Trails area on Saturday 7/16. There was a good turnout.
- Adult Services Librarian has coordinated a program with the middle school teachers to assist students with their assigned reading over the summer.
- Dawn Wilson presented an event on her book on adulting "Who Am I"