



**Report presented to the Board of Trustees  
by Margaret Morrissey, Director  
presented June 25<sup>th</sup>, 2024**

**Building**

- Opacum Land Trust team has planted six trees and provided care instructions 6/18. Three are along the perimeter at Wardwell Court, three at the east side of the building at two different areas They also replaced the water bag on one of the trees.
- Patron had concerns that a bump in the handicap drive entrance is very difficult and that they plan on calling the DPW. I have followed up with the patron and demonstrated to her the correct traffic pattern which does not impact the berm. She agreed that there is no barrier to entry.
- DiMauro Carpet installed the carpet 6/5 and the rubber treads on the main staircase completed 6/7.
- National Grid inspector checked on the 1966 insulation project and approved it 6/3.
- Sewer department conducted the regular evacuation of the manhole 6/5
- DPW installed the two plaques onto the granite plinths at the sculptures 6/10.
- DPW picked up the custom-built display case from Cornerstone Bank
- Norel called 6/13 to report a burglar alarm at 8:45 PM. Police dispatched. Called again at 8:58 to report a fire alarm, fire department was dispatched.
- The Finance team is planning on a comprehensive review of all capital projects and prioritizing and consolidating the projects that are already approved
- Issues continue with the elevator, periodically. Municipal Grant submitted to the MA Office of Disability requesting \$200,000.00 to 'modernize' the elevator 6/11.

**Chess Park**

- The group met 6/20 in the Periodicals Room. Plan on meeting on a monthly basis. Materials from the meetings will be posted on the Chess Park page on the website.

**Children's Room**

- Wiggles and Giggles / Littles and Stem Programs were very successful and we hope we will be requested to host again.
- AmeriCorps program
- Summer reading program "Read Renew Repeat"
  - Summer Reading 2024 begins June 24th and ends Aug 2<sup>nd</sup>
  - 87 kids register as of 6/21/2024
  - Book Mark Contest with prizes

- Guest speakers to include a beekeeper, Tatum the police comfort dog and his handler, Woo Sox, Health/Recycling and financial literacy.
- Weeding completed in the fiction section.
- John McDonough and Pumpernickel Puppets kicked off summer reading 6/24 with a bang! Sponsored by the Southbridge Cultural Council. There were people in attendance. Excellent interaction between the presenter and the audience. The screams of glee could be heard on the first floor!

#### Collection Development

- Cataloging materials in the History Room continues.
- Batch of materials from the history room has been digitized by Boston Public Library. The materials that have been digitized (Hamilton Woolen Mill, American Optical, Scrapbook of Southbridge events etc) and ingested to the Internet Archive. Link on the homepage of the website.
- Received a donation of 8 books for the Children's room from the Alpha Gamma Chapter of Delta Gamma International on 5/31.
- Displays created by staff to promote the library materials
  - Pride in Southbridge
  - Camping, National Parks and Travel
  - Sumer Romance
  - Summer Reading
  - Alzheimers Awareness
  - Historical Materials on display in the new custom case, gifted by Cornerstone Bank

#### FOJEL

- Next meeting Monday, July 29 at 2 pm in the Pioppi Room.
- Created quilt raffle and bookmark contest flyers for FOJEL
- Assisted with flyer for Bookmark contest. Will be judged by the FOJEL members 7/29.

#### Grants and Donations

- Received two donations for the Children's Room
  - \$25 from Christine Hudon
  - \$40 from Daniel Darcy
- Applied to the MA Office of Disability for a Municipal Grant of \$200k in support of the modernization of the elevator.

#### Literacy Volunteers

- Literacy Volunteers offering an ESOL Basic Class and Literacy Café, as well as the usual one-on-one tutoring.

#### Local History

- Attended the MOTT (MA Office of Travel and Tourism) grant group meeting to compile a database of historic buildings, as part of a series of walking tours that are being planned.

- Digital Commonwealth has ingested the recent batch of historical materials from the Ammidown Collection. Working on another ingest of materials as there is a large number of participants and it takes a long time in the queue.

#### Long Range Plan

- Staff is promoting the databases and other free information resources. Constant positive feedback is being given to staff on their customer service but in particular the assistance they provide to patrons using the mobile printing.

#### Outreach

- *MIP (Making It Public)* program that Peg Dean and I are participating in. There is a \$15,000 grant available for public art in the community. Feedback was requested from the Redevelopment Authority. There is a commitment to attend a series of webinars and submit some 'homework' that will work towards a "Call for Art"
- Children's Librarian attended WSS Summer Reading Information session
- Attended the monthly MOTT meeting to discuss the Downtown Walking Tour.

#### Programs

- Artist Meet & Greet for the *Pride in Southbridge* show. There were more than 50 people in attendance and SCTV recorded the event. There has been lot of activity on social media commenting and sharing the YouTube footage.
- Series of *Mindful Meditation* sessions offered by Iris Vega offered two sessions on Wednesdays at 3:30 pm
- JEL Book Club: *What You Are Looking For Is in the Library* by Michiko Aoyama, translated by Alison Watts.
- Banjo Pickin' Gals performed to a group of 40+ people on 6/13. The program was sponsored by the Southbridge Cultural Council and recorded by SCTV.
- Juneteenth Celebration with jazz pianist Michael Carabello 6/20. The performance was recorded by SCTV.
- *Afternoon Author Talk*: Mary Anne Slack presented her first novel *The Sacrificial Daughter* 5/22
- *Afternoon Author Talk*: Edward Londergan will present a program on his published works 6/26
- *Tuesday Knitting* continues to attract participants from area towns and from CT too.
- LGBTQ+ Inclusion 101 and Author Christopher Castellani presented virtual programs 6/11, Kiva Centers Pride Presentation for teens 6/25. These programs were jointly presented with Sturbridge and Charlton public libraries.
- *Pride Staged Readings* with playwright Mary Darling & Museful Intent – a series of 10-minute short plays will be performed on 6/27

#### Reference

- Uploaded materials to the reference section of the JEL website.
- Reference: 78 transactions

- SEN articles regarding the Ed the Wizard show at the Senior Center
- Reference Librarian attended the Latino Poetry webinar on the grant from Library of America 6/18.

#### Safety and Security

- Suspended student who has been tutored here, snapped off the cord from the keyboard on the PAC on the mezzanine floor and flushed the cord down the toilet on 5/23. Officer Disley has followed up on this case and indicated a Public Records Request needs to be filed to get the report. Requested and received.
- Status of suspended students being tutored in the library to be determined.

#### Service

- Closed in honor of Juneteenth

#### Staff

- One staff member is working on completing the part 2 of the Cataloging course. It is anticipated that two Circ Staff will work through the Basic Library Techniques series and proceed to the other three courses as well.

#### Summer Feeding

- Summer Feeding starts July 1st thru August 2<sup>nd</sup>. The program will be staffed by some of the Tax Abatement Personnel.

#### Technology

- Postings were made to social media. Newsletter/displays /statistics /promotional materials
  - General site/link maintenance
- Bus Tracker issue with Intel Computer Stick not working 6/17, providing no input to the TV. Monitoring and may need to get assistance from Bryley.

#### Teen

- The monthly Take & Makes (Rainbow Pony Bead Keychain): 19 distributed
- Teen Advisory Group (TAG) meeting
- Summer Reading: 20 adults/10 teens signed up so far

#### Training

- Two staff have signed up to take the catalog training series offered by MA Library System. This course is part of the Basic Library Techniques program and staff will be encouraged to continue with the other three sections, leading to a certificate.
- Three staff attended the Summer Feeding training at the Middle/High School 6/18
- Two staff attended the town's accounting system training offered by MUNIS 6/6