



Jacob Edwards Library
236 Main Street
Southbridge, MA 01550
508-764-5426 Fax 508-764-5428

Meeting Room Facility Descriptions

Pioppi Room

This room is named for Nerio Pioppi, M.D., who served on the Board of Trustees both as a member (1943-1967) and as the Chairman of the Board (1951-1967).

The library's largest meeting room, the Pioppi Room measures 28' x 35', has movable seating for 50, six large folding tables, wall-mounted white-board, DVD/VCR/TV, state of the art projection and sound systems, a podium, kitchenette facility (sink and refrigerator), and a piano. This room is located in the basement level of the library. With the exception of the piano and the display bookcases, the furniture may be moved to suit the user.

Mills Room

This room is named for Paul A. Mills, who served on the Board of Trustees (1978-2006) as a member (1978-2006) and as the Chairman of the Board (1992-2001).

The Mills Room measures 16' x 17', is equipped with conference-style seating and a wall-mounted white board. It can accommodate 12 people.

Periodicals Room

Serving as a meeting room and an archives area for periodicals, this room measures 15' x 16 ½'. There is a wall-mounted white-board available. 8-12 people can be accommodated around a conference style table.

Children's Craft Room

Child-friendly, carpeted, and equipped with tables and chairs, as well as a sink. Access to separate restrooms located in the Children's Department. The Children's Craft Room can accommodate up to 24, and is located on the lower level.

Study Rooms

Two small conference rooms, named for the daughters of library benefactor Jacob Edwards, are located on the mezzanine level. Available on first-come, first-served basis in 3-hour blocks.

Grace Edwards Study Room (Study A) – measures 11' x 8', can accommodate 3.

Hannah Edwards Study Room (Study B) – measures 11' x 11', can accommodate 4.

Both rooms are best suited to small committee work. Each room has a table and at least two chairs. There is a wall-mounted white board in each room.

Available Time

Meetings are to be scheduled for time periods during the library's open hours, and must be concluded at least ten minutes before the library is scheduled to close, to allow sufficient time for staff closing procedures to be executed.

Clean-Up

Rooms must be clean of all litter when meetings close, and any display materials belonging to signee must be removed. If food is consumed, the garbage needs to be removed from the building and placed in the dumpster, in the parking lot.

Rest Rooms

Available on the lower level (require key from Children's Department) and on the first floor. Changing tables are installed in both bathrooms on the lower level.

Parking

Parking is available along Main Street in front of the facility (one-hour limit) and in the municipal parking lot located behind the facility (two-hour limit). Entrance to the parking lot is via Foster Street. Additional public parking can be found at LaRochelle Way (near the RMV) and the Central Street lot. After normal banking hours, additional parking is available in Savers Bank lots, across from Foster Street.

The facility is ADA compliant. WiFi is available throughout the building and extends to the area around the perimeter of the building.

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