

**TRUSTEES MEETING****TUESDAY, JULY 20TH, 2010****REPORT PRESENTED BY MARGARET MORRISSEY, DIRECTOR****STATISTICS FOR JUNE 2010**

Total No. of Hours Open	200
Total No. of Saturdays Open	0
Total No. of Hours Open Saturday	0
Total Hours Open After 5 p.m.	24
Attendance in Library	8,816
No. of Volunteers	10
No. of Volunteer Hours	46.75
Room Uses by the public	105
No. of Children's Programs	6
No. in Attendance	247
No. of Young Adult Programs	4
No. in Attendance	40
No. of Programs for Adult	14
No. in Attendance	227
No. of Reference Transaction	162
Internet Use	1,162
Microfilm Use	12
Total copies made	1,289
Total prints made	775
Holds filled (ILL)	1,280
Holds Received	676
Wireless Visits	269

*Technology*

On behalf of the staff and patrons I would like to express our sincere gratitude to the Board of Trustees for the generous gift of ten Optiplex 980 computers. The computers have arrived from Dell and included were three 19" monitors and a replacement power pack for the laptop which were included for an additional charge of less than \$10. The total was \$11,210.66 for Dell and there will be an additional \$1,500.00 for BTS Corp. for doing the installation and upgrading the system, when we finalize a mutually agreeable date (in the near future).

Should the Board be in a position to consider funding future expenditure on technology, an off-site storage system could be on a future Wish List.

*JEL Web Page*

Ashley and I are working on updating and expanding the information on the library web page. In particular, the Trustees section of the site has been expanded to include the meeting minutes and the Terms of Office.

### *Building*

- Window replacement Project – the installation was complete by Menard Glass on June 22<sup>nd</sup>. The equipment that was rented for the project was able to be used by DPW for the remainder of the week to paint the wooden triangular pieces under the roof.
- Mulch – still waiting for the DPW to be able to spread the recycled byproduct from the Sewer Treatment Plant. Weed killer has been applied and the WIA staff is removing the debris.
- Tree replacement – request has been sent to DPW to remove the dead tree. A flowering crab would be a nice replacement, in the same spot in front of the building. A request was sent to Economic Development Dept. to have the replacement tree included in the town-wide replacement project, however, they do not have a budget for this item. I would like permission to undertake this project from the Capital Account.
- Fence at rear of the building – a corner piece of the fence fell into Wardwell Court and was retrieved. The adjacent section has grown around the tree and will need to be cut and corrected – this may involve removing the tree but we will take advice on this before going ahead. A quote has been requested from Triple D.
- Telephone kiosk at north entrance will be removed later this week. The coin operated phone was removed a while ago and I finally reached the correct department at Verizon to have this matter finalized.

### *Staffing*

Three temporary staff has been provided from the Workforce Investment Act program, administered by the Center of Hope. A total of 70 hours assistance will be available to the library for clerical – 35 hours and landscaping projects – 2 staff working a total of 35 hours between them. Each year, we are able to tackle those projects that are on the back burner and move them along, having this additional help. I have regular communication with the Center Of Hope on the progress of the projects and evaluations of the staff.

### *Long Range Plan*

Working on the data to be presented into report format.

### *Programs*

The FOJEL annual Artful Friends fundraiser raised \$780 in June.

Thanks to generous funding provided by the Southbridge Cultural Council, there was another interesting opportunity for folks in the community to participate in an all inclusive art instruction program for adults – Van Gogh's Starry Night. Lots of pictures appeared in SEN 7/19/2010. This is the second consecutive year we have been able to offer this well-received program. The Children's Room is also hosting a nationally promoted program called *Glue and Go Costumes for Kids* also due to sponsorship from an LCC grant. This funding grant from the Local Cultural Council is key to the success of the Summer Reading Program. The format of a 3-day craft orientated summer camp throughout July has worked well. Kids are busy

The technology training that we offered has not been availed of as much as we would like. However, we are hopeful and will continue to offer this formal instruction session.

### *FOJEL*

The Friends of the Library provided high quality storage organization system, to the value of \$300 for use to circulate the Wii games which will allow us to extend the life of the equipment and use for other organization uses.

### *Summer Reading*

Summer reading is well underway.

The latest number for participants:

Adults 50

Teens 23

Kids 153

### *Grant*

Application for \$1,000 was sent to CHNA5 to support LGBT resource purchases.

### *Name Badges*

Quotation for the purchase of a name badge making machine, the set up and 75 blanks

**\$501.95** I would like to request the Board's approval to go forward

### *Outreach*

Attended the following meetings this month

- The official opening of the newly renovated Pearl Crawford Library, in Dudley, took place on last Saturday afternoon. It was a pleasure to attend the event and wish our neighboring community well with their gorgeous new facility.
- Spectacular AO installation is being deferred to September or possibly later.

Jesse Cloutier and Amy Young will display their work throughout the month of August. The reception will take place on Thursday, August 5<sup>th</sup>, 2010 at 6:30 p.m. to 7:30 p.m.

Monday August 2	Mystery Book Club: Open Season	6:30 p.m. – 7:30 p.m.	Reading Room
Thursday, August 5	Artists Reception Jesse Cloutier and Amy Young	6:30 p.m. – 7:30 p.m.	Main Hall
Tuesday 3, 10, 17, 24, 31	Knitting with Sonya	10:30 a.m. – 12:30 p.m.	Reading Room
Tuesday 3, 10, 17, 24, 31	Anime for Teens	10:30 a.m. – 12:30 p.m.	Pioppi Room
Thursday, August 12	Movie: Lake Tahoe	6 p.m.	Pioppi Room
Monday, August 16	Friends of JEL meeting	6 p.m.	Mills Room
Tuesday, August 17	Board of Trustees meeting	12 noon	Mills Room
Thursday, August 19	Goal Setting Workshop presented by Scott Snow	6:30 p.m. – 7:30 p.m.	Reading Room
Friday, August 20	Bilingual Story Hour and Craft	10:30 a.m. – 11:30 a.m.	Program Room
Thursday, August 26	Tenant's Rights with LAACM	6:30 p.m. – 7:30 p.m.	Reading Room

