

TRUSTEES MEETING

TUESDAY, OCTOBER 16, 2012

REPORT PRESENTED BY MARGARET MORRISSEY, DIRECTOR

Technology

There were some technology issues with the staff computers in the last month. The management console for public access computers malfunctioned and we were without service for those machines for a few hours. Three new computers have been purchased through the operating budget and installed. This will provide us with 100% functionality. Some tests are also being conducted on the internet operating speed, as it has been less than acceptable.

Barcoding is finished in the Adult and Teen departments and the small collection remaining to be done in the Children's room will soon be completed.

More software upgrades continue to be developed for the open source Integrated Library System (Evergreen). Library staff continues to work around the bugs. C/WMARS has hired a developer to address the issues identified.

Building

The annual fire extinguisher test has been completed. Tasse's Plumbing has been here to review the scope of work for drains to be added to the first floor bathrooms. Quote to follow. Shrubs have been pruned and prepared for winter.

Grants

The final arrangements are being made with program presenters applying for the Local Cultural Council grants and completing the letters of support process. A significant portion of staff time was spent planning and organizing for the Local Cultural Council grants and liaising with the presenters. The library relies on this funding to provide many of the high quality interesting programs. Eleven programs were funded by the LCC in 2012. This year we have thirteen applications before the LCC.

Two grants have been written seeking funds to buy materials for the Lego Club to sustain the program – one to Lego Corporation and the other to Southbridge Savings Bank.

Media

Coverage for the Lego Club in the *Southbridge Evening News* has assisted with obtaining donations of materials for the program. We continue to promote the library and the activities through the monthly online newsletter (more than 1300 subscribers), socialweb.net, JEL website and of course Facebook.

MBLC

The annual state aid financial report was submitted.

Staffing

Interviews are under way for the vacancies. Candidates recommended for the vacant positions have been sent to the Town Manager for review. Staff member has returned to work from maternity leave.

Children's Department

The new Lego Club had its first gathering and has been well supported. An even larger group is expected to participate this week! We arranged for Monday night's *Pajama Story Time* to be recorded and were pleased with the results. Fall storytime schedule is in full swing with *Pajama Storytime* on Mondays, *SuperKids* on Wednesdays and *Babytime* on Fridays. Staff is preparing for the new *Lego Club* which will start later this month.

Outreach

The Children's Librarian and Library Director visited the WCAC sites to do a special guest reading as part of *Read for the Record*, for the children at both sites. Library Card Sign Up month continues through end of September and staff is promoting the use of a library card.

Partnership

The ASPIRA Program Coordinator and seven student volunteers from the youth group read some bilingual stories in celebration of *Hispanic Heritage Month*.

Training

Children's Librarian has attended a free training webinar "*What's New for Storytimes*". Part of the discussion focused on how libraries are re-arranging their picture book collection. This new trend is moving away from author's last name to 'glades' (essentially focusing on topics/subjects).

Meetings

I attended the ribbon cutting ceremony at the Middle High School, met with a representative from Aids Project Worcester in preparation for a program in November. I attended the annual ASPIRA gala and award ceremony and toured the Southbridge Landfill during the recent open house offered. As well, I attended the monthly Digital Commonwealth and Literacy Volunteers board meetings.

Planning for the library's centenary is well underway and there are lots of ideas under consideration.

October	Jennifer Meshberg Fashion Show		Main Hall
Monday 22, 29	<i>Inkwell Imaginings</i>	6 p.m. – 7:30 p.m.	Mills Room
Monday 22,	<i>Pajama Story Time</i>	6:30 p.m. – 7:30 p.m.	Children's Room
Tuesday 16, 23, 30	<i>Knitting With Sonya</i>	10:30 a.m. – 12:30 a.m.	Reading Room
Tuesday 16, 23, 30	<i>Anime Club for Teens</i>	3:10 p.m. – 4:30 p.m.	Pioppi Room
Wednesday 17,24,31	<i>Super Kids-</i> stories and songs for preschoolers	10:30 a.m.	Children's Room
Wednesday 17,24,31	<i>Crafty Wednesdays</i>	All Day – drop in	Children's Room
Thursday 18	<i>Eerie Tales from Southbridge</i> with Debbie O'Carroll *	6:30 p.m. – 7:30 p.m.	Reading Room
Thursday 18,25	<i>Lego Club</i>	3 p.m. – 4 p.m.	Craft Room
Friday 26	<i>Baby Time</i> – specialized play	10:30 a.m.	Children's Room
Friday 19	<i>No-School Movie Madness</i>	1 p.m. and 3 p.m.	Children's Room

Monday 15	<i>Friends of JEL</i>	6 p.m.	
Tuesday 16	Board of Trustees	12 Noon	Mills Room
Monday 29	<i>Haunted Hallow'een</i> with volunteers from UConn's Alpha Phi Omega chapter #	6 p.m.	Children's Room
Wednesday December 12	<i>Master Plan for Town of Southbridge</i>	Evening meeting	Town Hall MacKinnon Room

Funded by *Cultural Council # Friends of JEL