

Report presented to the Board of Trustees

by Margaret Morrissey, Director

July 27th, 2021 (in person meeting)

Building

- Work on the water/sewer line on Main Street is ongoing.
- Leak over the window on the first floor, east side of building has been repaired by the DPW. However, there is still evidence of a leak in the vicinity, so the repair to the interior casing is stopped until the leak can be completely repaired.
- The *Tin Man* sculpture gifted by sculptor John M. Lewis was installed by the DPW on 7/12.
- The small urn from the front of the building has been repaired and will be installed soon by the DPW.
- Furniture has been returned to the areas around the library to resume the usual configuration.
- Staff are wearing masks while at work in deference to the children under 12 years of age who are unable to be vaccinated at this time.
- Wel-Design has provided a report on the items that need to be reviewed, following the annual fire test. Norel Service Inc was here to review the system yesterday and we have requested quotes.
- DPW has completed the annual refurbishment of the vinyl floor in the Pioppi Room. The other areas will be scheduled as time permits.

Children's Room

- *Story Time with Ms. Liz* is offered on Wednesday and Fridays at 10:30 am. The Wednesday event is broadcast on Facebook Live as well.
- *Lego Club* is offered on Tuesdays and Thursdays in the afternoon.
- *Crafty Wednesday* with a weekly theme centered on *Tails and Tales* is available all day in the Children's Room.
- Liz Gendreau, Children's Librarian presented some stories during the Southbridge Community Connections Family Fun Day on Saturday, July 24th.
- There were 2 author presentations in the Children's Room, 7/13 by Sasha Thomas and 7/14 Sandra Hinds, professor at QCC.
- LCC grant funded events were a success:
 - Nicole Portwood with Oscar the Wonder Dog 7/9 - 51 in attendance
 - Debbie O'Carroll magic performance 7/12
 - Jay Mankita concert 7/19
 - Henry Lappen juggling 7/26

Collection Development

- Staff continue to read the reviews of print and nonprint materials, in the professional literature. Purchases are made on a regular basis for the adult, teen and youth collections.
- Inventory of the Books on CD has been completed.
- Grants and Donations Discussed the ongoing changes with the Southbridge Cultural Council liaison regarding adjustments to the 2020 events schedule for the Local Cultural Council grants. The LCC Grants awarded for the 2020 cycle that were postponed can be rescheduled in 2021 (until 10/15/2021)
- Made an inquiry with the Southbridge Cultural Council for a lighting system for the sculpture and the building and I am preparing more information on the project as the SCC is receptive to the idea.

Literacy Volunteer Services of Central MA

- The Executive Director position has been advertised and recruitment is underway.

Outreach

- Upcoming meeting with Greater Worcester High Demand Jobs and Employability Time: Jul 28, 2021 06:00 PM Invitation from QCC to participate.

Programs

- Performances (funded by the LCC 2020 grant cycle) that were postponed in 2020 due to the pandemic, have until October 15th to be presented. All grants have been rescheduled.
- Maureen Ridge, a multi media artist from Boston was the online artist of the month.
- The Knitting group has resumed meeting on a weekly basis in the Reading Room 6/37.
- Summer Reading for adults and teens has started 6/21. One ticket will be issued per item checked out for a drawing of three prizes in each category, at the end of the program.

Reference

- Director has been staffing the service and will be providing the induction and training for Keith Vezeau, the new Adult Services Librarian.

Safety

- Police officers have been walking through the library on a regular basis and checking in with the staff on how everything is going.

Service

- Study and Meeting rooms are now available for patron use.
- The library is continuing to operate a curbside service
- Books are checked in from the book drop each morning. Interlibrary loan materials are checked in on arrival. This is in line with area library procedures. All materials are wiped with disinfectant to provide an additional layer of safety.
- The library was closed 7/5 in observance of Independence Day

Staff

- Keith Vezeau has started 7/26 in the Adult Services position.
- James Thibeault resigned as the Technical Services Assistant 7/23
- There are 2 Library Aide positions that have yet to be filled.
- Procedures are being reviewed and updated as the training of the new staff continues.

Technology

- The Cable Station Manager is liaising with Spectrum on the current status of the library and restoring the ability of the library to be able to broadcast live, when needed.
- The five MBLC hotspots that the library requested have arrived 7/26. The plan is that the hotspots are provided free of charge for 1 year. The library can either return them or take over the data plan as of October 2022.
- CWMARS is now providing PC Desktop Support and will be responsible for the software updates on all the computers.
- ImageTek has removed the ScanPro for factory upgrading 7/14 and it is expected to be returned in two weeks. In the meantime, patrons may use the Cannon reader printer.