

**Report presented by email
to the Board of Trustees
by Margaret Morrissey, Director
October 26, 2021**

Building

- Carpets have been shampooed in the Children's Room and Craft Room.
- State inspection of the boilers 9/23/2021. Two issues were identified. The emergency shut off switches for the boilers has been installed 10/25. Colby has been contacted to install an appropriate drain on the air tank in the custodian's office.
- Water has flowed onto the floor in the Craft Room 10/5 and on another occasion. Removing the carpet from the Craft Room is being considered, as we have had a series of small flooding during the recent storms. A linoleum floor would replace the carpet and would be more suitable for this purpose.

Children's Room

- Weekly Storytime on Wednesdays is broadcast on Facebook Live.
- Regular programs Lego, STEAM, Crafty Wednesdays etc continue.
- Clara the character from The Nutcracker visited on Saturday 10/16. She read the story, demonstrated some ballet steps and instructed the audience in the steps also. The door prize was won by a young ballet dancer and she was most excited to be going to the performance at The Hanover Theatre during the Thanksgiving weekend. The event was broadcast on Facebook Live.
- Book talk and signing scheduled for Saturday, November 6th with Audrey Helen Weber showcasing her debut book: *The Day the Horse Got Out*. Copies are available for purchase at the circulation desks.

Collection Development

- Circulation staff in the adult department are continuing shelf checking and verification against the catalog.

Donation

- A donation of \$1,000 was received from a Sturbridge patron whose son spent hours as a child at the Jacob Edwards Library. He passed away last year and she wished to honor his memory by connecting to the library with an unconditional donation. I mentioned that we have an original collection (3) paintings that were illustrations from a book and would like to consider using some of the money to purchase an original work of art. She was pleased with this idea and I would like to propose that some of the money be used to buy an illustration by Audrey Helen Weber (Southbridge High School graduate and a NYT Book Review illustrator among other accomplishments).

Grants

- The library has worked with over twenty performers and presenters applying for Local Cultural Council grants from the Southbridge Cultural Council.
- A grant has been submitted by me towards the illumination of the two sculptures and the façade.

Outreach

- Met with Emily Dunnak, Director of Museum Education at Old Sturbridge Village, to discuss areas of mutual interest and possible programming support on 9/28.
- Attended the Central MA Library Advocates trivia evening 10/22 in Sutton.
- Library Card Sign Up Month (September) we had a small drive in conjunction with a few of the classes in the school department.

Programs

- Janet MacDonald is the artist for October and is exhibiting her nature photography in a show titled *Reflections of Gaia* through the month. A reception was held on Monday, 10/4.
- The knitting group has been meeting weekly in the Reading Room.
- On 10/7 Pied Potter Hamelin presented *A Time to Spout Off* – a history of tea pots and a demonstration on the wheel. Rick made 5 items during the 90-minute program, sponsored by an LCC Grant. This program was re-scheduled from 2020.
- *Introduction to Jewish Life in Song* was presented by Yosl Kurland and Aaron Bousel on 10/14. The program was recorded by SCTV and broadcast on Facebook Live as well. There were five people in attendance.
- *Ghosts of the Berkshires* was presented 10/21 by author Robert Oakes. The event was recorded by SCTV and broadcast on Facebook Live.
- *Southbridge Chess Club* (new name) has resumed again with Ben Marinelli, started 10/23. This is anticipated to be a weekly meeting at 9:30 am
- On Thursday, October 28th *Solstice Sakbuts* will perform in the Reading Room at 6:30 pm.

Staff

- Interviews were conducted for the Technical Circulation Assistant (37.5 h.p.w) position 10/18. An offer has been accepted and the onboarding for new staff is underway. Early November is the anticipated start date.
- Cayleigh Mayen has submitted her resignation from the page position as she wishes to focus on her academic program and her commitment to Show Choir.
- Interviews for the two vacant page positions will take place on 10/27. We appreciate the assistance in promoting these positions in the school district.
- Two Library Aides (10 h.p.w.) have started in the Children's Room and training has been completed.

Technology

- CWMARS upgraded the COMCAT software 10/8.
- Application submitted to Digital Commonwealth 10/18 to consider digitizing the Hamilton Woolen Mills archive and have received a positive response.
- PiperWebs has sent another draft and staff has been critiquing it. There are at least one more review to be done. Once the skeleton of the website is in place, staff will be trained to update and create postings.