

January, 1940.

Meeting to discuss annual expenditures and to O.K. the magazine and periodical list for the coming year.

Mention should be made here of the testimonial banquet given in honor of Miss Ella Miersch at The Publick House in Sturbridge. Mr. Paige deserves the credit for an exceedingly enjoyable event. Trustees and Library Staff were present as well as the Chairman of town Selectman.

The resignation of Mr. Rice as a Trustee was accepted with regret.

Signed

*Gertrude W. Smith*  
secretary

February 1940.

Those present Mr. Edwards, Leclair, Montague, and Mrs. Smith. Bills were signed followed by a discussion of the Edwards Bequest by the town.

Signed

*G. W. Smith*

March 1940.

Mr. Edwards (Jacob) appointed by the town to take Mr. Rice's position. Bills signed. Miss Bamford made acting Librarian until appointment of a successor to Miss Miersch.

Discussion of the budget and purchase of new books. Miss Bamford to purchase each month as she sees fit.

Those present      George Wells      Jacob Edwards  
                         Oswald Laliberte      Mr. LeClair

Signed

*G. W. Smith*

April 1940.

The Annual meeting of the Trustee of the Jacob Edwards Memorial Library was held April 15th with Mr. wells, Crawford, Edwards, Laliberte, Francuzzi, and Mrs. Smith. Mrs. Smith made Chairman pro tem, and it was voted

- I. Accept the blue prints of the building now in possession of the architect.
2. Trees and lawn to be fertilized and be cared for as usual.
3. budget O.K'd as submitted by Miss Miersch.
4. New schedule allowing one free P.M. for the library workers for winter schedule.

Mr. Jacob Edwards appointed Chairman of the board of Trustee  
Mrs. Hamilton K. Smith appointed secretary and treasurer  
Voted to see Miss Jones at the State House about Status  
and Bi-laws governing our library. Mr. Wells offered to  
see Mr. Kirstein of the Boston Public Library board for  
suggestions and to report at the next meeting.

Meeting adjourned,

Respectfully submitted,

*Gertrude W. Smith*

May 1940

The meeting of the trustees was held May 15th with Mr. Wells, Edwards, Kay, and Mr. Crawford and Mrs. Smith present.

Mr. Lord of the Boston Public Library, at the request of Mr. Wells came to look over the equipment and routines of work at the Edwards Library. Mr. Wells will submit to the committee the report when received. Mr. Kay was asked to interview Mr. Greenaway, of the Worcester Public Library and to ask him to come to Southbridge for the purpose of making a survey of our library here. (He is to be paid for his services.)

Miss Bamford given permission to purchase children's books and some books of fiction as it seems necessary. Wax for the linoleum is to be purchased from Holcomb Co. of Grafton.

It was voted to send to Mr. Lord for his services a book, "The History of Boxford" 1645-1880.

A letter in answer to Mr. Paiges request for By-Laws and Charter was written by the secretary.

Respectfully Submitted,

June 1940

Those present were Mr. Kay, Edwards and Mrs. Smith.

It was voted to have the trustees meeting the second Wednesday of every month at Five o'clock.

Mr. Edwards gave a resume of Mr. Greenaway's report. Mr. Kay is to send a list of twenty five town's people to Mr. G. for the survey.

The floors were waxed and treated, this week. Miss Bamford is to work out the summer schedule of vacations.

Meeting adjourned,

July 1940.

The attendance was perfect. meeting at 7 o'clock. to hear Mr. Greenaway's report.

See Library files for complete details. Trustees voted to have the treasurer send check for \$100. to Mr. Greenaway for his services.

The becher property is for sale but the trustees are not interested at the price, \$20'000.

Mrs. Smith is asked to see Mr. Paige about the <sup>v</sup>pesion for Miss Miersch. She is also to write to the American Library Assoc. to inquire about membership. Also write Simmons, Columbia, Syracuse, Miss Jones and Drexel Institutions with regard to applicants for th Librarian's positon.

Mrs. Smith

Mr. Edwards

New Committee

Mr. Crawford

Mr. Kay.

Meeting adjourned,

September 1940.

Those present Mr. Edwards, Laliberte, Wells,  
Mr. Kay, and Mrs. Smith.

Voted to open the library as customary on  
Sundays beginning in October and to subscribe to the  
news papers as usual.

Action was taken by the board with regard to  
the pension from the Grace Edwards Fund for Miss Miersch,  
in appreciation of her long service to the library and town

Voted to send a check to Miss Ella Miersch

to be paid semi-annually, at the rate of \$85  
a month or \$1020. This to be continued as  
a pension.

More discussion about a successor to the Librarian and 2  
more applicants seen. No decision reached.

Respectfully submitted,

*Gertrude W. Smith*  
*Secretary*

October 10, 1940.

Meeting held in the evening (special)

It was voted;

- I. Mr. W.W. Crawford elected Treasurer of the Trustees funds, Mrs. Hamilton K. Smith resigned from that office on Sept. 25, 1940.
2. That the committee for the selection of a new librarian recommend to the trustees the appointment of Miss. Eleanor Shane of West Hartford, Connecticut as the Librarian. (see the attached record) The sec. received the acceptance October 5th 1940, after the above was unanimously accepted by the trustees.
3. that the trustees pay the new librarian \$175. a month or at the rate of \$2100 a year.
4. address a letter to the Southbridge Nt. Bank and the Southbridge Savings Bank to notify them of the change of Treasurer as of September 25th.
5. the Secretary notify other applicants of the new appointment.

Committees appointed as follows,

- |                   |       |                |      |                |
|-------------------|-------|----------------|------|----------------|
| A. Administrative | ----  | Librarian      | ---- | Mr. Crawford.  |
| B. Book           | ----- | "              | ---- | Mrs. Smith.    |
| C. Property       | ----- | Mr. Lali berte | ---- | Mr. Francazzi/ |
| D. Mr. Edwards    | (     | ex officio)    |      |                |

*Mrs. H. K. Smith*

October 22, 1940.

The regular meeting of the Trustees was held with Mr. Crawford, Mr. Edwards, Mr. Kay, Mr. Wells and Mrs. Smith present.

Bills were signed and then Mr. Crawford, Treas. gave a detailed resume of the financial standing to date. With the new budgets outlined an accurate status of town and private funds is now available which has not previously been possible.

With the funds now on hand it was voted to use some surplus for interior improvements such as cleaning paint etc., Mr. Laliberte to report at next meeting.

Meeting adjournde,

November, 13, 1940

The regular meeting held Those present were Messers. Edwards, Kay, , Crawford, Wells, Laliberte and Mrs, Smith. Minutes of previous read and accepted. Treas. report also accepted.

Voted--to have the Sec. notify of special as well as regular meetings---the latter to be held the third Wednesday of the month at five P.M. Librarian to attend.

Open discussion of th renovating of the main floor rooms.

Meeting adjourned;

*J. W. Smith Sec.*

(Approved the purchase of a file and Typewriter stand.)

Minutes of special meeting of the Trustees of the Jacob Edwards Memorial Library held Wednesday, December 11, 1940.

Present - Messrs. Jake Edwards, George B. Wells, Oswald Laliberte, W. W. Crawford, and Miss Shane, Librarian.

Absent - Mrs. H. K. Smith, Mr. Arthur Kay and Mr. Rene Francazzi

Minutes of the previous meeting were read by W. W. Crawford acting in the absence of the Secretary. Upon motion duly made and seconded, it was voted to adopt and record the minutes as read.

The object of this meeting was to discuss cleaning and re-finishing the main floor area of the library.

Mr. Laliberte reported that to do the work contemplated his company's estimate would be \$730. This figure would not include any cost involved in the handling of the books which work to be done by the library. This matter was generally discussed, and it was decided to postpone any award until such time as there might be bids from other contractors.

Mr. G. B. Wells suggested the desirability of the Town being requested to appropriate a sum each year to take care of a program under which needed repairs, improvement and maintenance would be possible.

Miss Shane suggested the need of a book truck, letter file and typewriter stand, and upon motion duly made she was authorized to purchase this equipment.

Miss Shane reported on the need for improved lighting conditions and had contacted the local Electric Light Company office with the result that the illumination had been increased by the use of larger capacity lamps. This increased consumption of electricity led to the suggestion that florescent lighting might solve the problem, and Mr. Laliberte was to contact a lighting engineer and report at a later meeting concerning this subject.

The book elevator has been out of use for some time, and Mr. Laliberte made an inspection of the installation and was to contact the manufacturers and report on the cost and advisability of making immediate repairs so that this equipment might again be placed in use.

Upon motion duly made it was voted to adjourn at 6:15 P.M.

*W. W. Crawford*  
ACTING SECRETARY

December 18, 1940.

The following were present at th regular meeting of the trustees Messers. Crawford, Edwards, Kay, and Mrs. Smith. Minutes were read and accepted.

An amendment to the bi-laws to be known as Article 3-substitute for Section I.

Article I.-new section to be known as Section IV.

(see bi-laws) was read and accepted.

Mr. Lupien of the Doughlin electric Co. of Worcester spoke on the lighting of the main rooms and was asked to render a thorough report with suggestions to Mr. Laliberte to be submitted at a future meeting. Meanwhile more powerful watt bulbs are in use at the suggestion of the Worcester Electric Co. of this town.

Voted to-----

Open the library from 10A.M. to 9P.M.  
daily and Sundays through the winter months (2P.M.-9P.M.)  
Notice of same to be in local papers.

Treasurer's report and discussion of the Budget followed and

Meeting adjourned,

*Gertrude W. Smith*  
Sec.