

JACOB EDWARDS MEMORIAL LIBRARY

LIBRARY TRUSTEES MEETING

January 18, 1949

PRESENT: WMedwards GWSmith
OJLaliberte JOMartin
Dr. NJPioppi

INVITED: EvanNostrand, Librarian

ABSENT: WWCrawford EPSheehan

Meeting held in Library Trustees Conference Room
5 - 5:50 p.m. 1/18/49

Chairman Edwards called the meeting to order at 5 p.m., and the following subjects were discussed:

1. Secretary's Report

The Secretary presented his report, which was accepted by the Board.

2. Treasurer's Report

The acting Treasurer reported that the fines for December, 1948 amounted to \$106.54 as opposed to \$121.83 in December, 1947. The total accumulated fines for the year, 1948, amounted to \$1,327.77 as against \$1,340.94 in 1947.

The Trustee Funds amounted to \$394.33 and the Town Fund is as follows:

Special Account	-	\$2,000.00
Minot Fund	-	25.88

\$86.30 was turned to the Town at the close of the year 1948.

3. Trustees' Report, '48

The Librarian submitted the report of the Board of Trustees to the Board, and this report was read and approved. A signed copy of this report will go to the Town, one will be in the Secretary's file, one will remain in the Library, and it was agreed that one will be sent to the Treasurer.

4. Article in Town Warrant

It was unanimously voted by the Board that an article requesting the Town to appropriate funds to construct an addition to the Library for a Children's Library be inserted in the Town Warrant to be considered at the Annual Town Meeting of 1949.

Meeting of January 18, 1949 (cont.)

5. Display -
American

Cancer Society

The Librarian read a communication from the American Cancer Society, in which the Society asks if the Library would be willing to put up a display which will be furnished free of charge by that Society. The Board agreed that if this material is sent to the Library, the Library would be glad to place it on display.

John O. Martin, Secretary
BOARD OF LIBRARY TRUSTEES

JACOB EDWARDS MEMORIAL LIBRARY

LIBRARY TRUSTEES MEETING

February 22, 1949

PRESENT:	OJLaliberte	GWSmith
	EPSheehan	JOMartin
INVITED:	Merton Smith	EvanNostrand, Librarian
ABSENT:	WMEwards	WWCrawford
	Dr. NJPioppi	

In the absence of Chairman Edwards, OJLaliberte was appointed to act as Chairman protem.

1. Use of Room
by Technical Society

At the request of the Trustees, Merton Smith, President of the Southbridge Technical Society, met with the Board of Trustees to discuss the use of the room presently occupied by the Southbridge Technical Society. It was agreed by Mr. Smith and the Board that since the Library has definite need for the space occupied by the Technical Society, that there is no question but that the Library may take it over at any time. However, it was felt that it would be a good idea if the Secretary of the Board of Trustees wrote Mr. Smith a letter, saying that the Library needs the space, and therefore, will re-occupy the space. However, the Library will be very happy to absorb the technical books which have been collected by the Technical Society in the regular library stacks. These will be cataloged with a "T" standing for "Technical" which will refer to the Technical Society so that it may be easily ascertained that these books were contributed by the Technical Society.

Further, the Board agreed that it is perfectly willing to have the Southbridge Technical Society continue the use of this room during the current year for the Study Groups, which have already been organized, and which will last through the month of April.

It was felt that in this way, an amicable settlement of the problem could be reached.

2. Minutes of Last Meeting

By a motion made and seconded, it was agreed that the minutes of the last meeting would be omitted.

3. Treasurer's Report

The Acting Treasurer reported that the Trustee funds presently have \$265.75 and the Mynott Fund \$14.73. Fines collected for January, 1949 were \$130.97.

Meeting of February 22, 1949 (cont.)

4. Consideration
of Movies

The Board discussed the possibility of the Library sponsoring movies for children in order to form an educational service, and also to stimulate children's interest in the Library. The details were not gone into, but the members of the Board agreed that they would think the matter over carefully, and it will be discussed again at the next meeting, although it is not contemplated that any specific move will be made one way or another on it until the return of the Treasurer, for consultation about the financial arrangements.

5. Salary
Adjustments

The Board unanimously recommended that the following salary adjustments be put into effect in March, depending on the passage of requested appropriation from the Town at the Annual Town Meeting in March:

Mrs. Heather	to \$2,000
Mrs. Hobson	to 1,700
Miss Planeta	to 1,700
R. DiBonaventura	2,250

John O. Martin, Secretary
BOARD OF LIBRARY TRUSTEES

JACOB EDWARDS MEMORIAL LIBRARY

LIBRARY TRUSTEES MEETING

March 22, 1949

PRESENT: OJLaliberte Mrs. GWSmith
 Dr. NJPioppi JOMartin

INVITED: Miss EvanNostrand, Librarian

ABSENT: WWCrawford EPSheehan

Meeting held in Library Trustees Conference Room
 5:00 - 6:05 p.m. 3/22/49

The Board of Trustees held an informal meeting, at which the minutes of the past meeting were omitted.

1. Storyteller
for Children

It was agreed to investigate the possibility of having a professional storyteller tell stories to the children of the Town some morning during the next vacation period. It was agreed to put a cost of \$25 on this and the Librarian was given the authority to look into the matter and make any arrangements within that figure which she deems advisable.

2. Ad in
Southbridge
Directory

It was brought up that the Southbridge directory is being revised, and it was agreed to authorize the purchase of a page advertisement for the Library at the cost of \$25. It was also agreed to spend a few more dollars to have a new cut made for the picture of the Library, and further agreed that the Librarian would write up the proper caption to go with the advertisement.

3. Plaque
Indicating
Library Hours

The Library brought up the fact that it would be advantageous if a small plaque for giving the Library hours were placed outside the Library doors, and it was agreed that the Librarian would see how much it would cost to have one of these made up.

4. Spraying
Trees

It was agreed to authorize OJLaliberte to have the Library trees sprayed twice at the cost of \$25.

John O. Martin, Secretary
 BOARD OF LIBRARY TRUSTEES

JACOB EDWARDS MEMORIAL LIBRARY

LIBRARY TRUSTEES MEETING

April 26, 1949

PRESENT: Mrs. GWSmith Dr. NJPioppi
 OJLaliberte EPSheehan JOMartin

INVITED: Miss EvanNostrand, Librarian

ABSENT: WWCrawford

Meeting held in Library Trustees Conference Room
5:00 - 6:00 p.m. 4/26/49

1. G.W.Smith
Elected
Chairman
of Board

Upon a motion made and seconded, Mrs. G.W.Smith was unanimously elected Chairman of the Board to replace the late Chairman, W.M.Edwards. The Board thereafter passed the following resolutions:

WHEREAS, Wardwell M. Edwards was for a number of years a member of the Board of Trustees of the Jacob Edwards Memorial Library, and

WHEREAS, the said Wardwell M. Edwards served as Chairman of the Board, pursuing his duties as Chairman and as a member of the Board faithfully and without reserve, and

WHEREAS, Wardwell M. Edwards was not only a capable and faithful member of the Board, but was also a true friend to the members of the Board and to the Library staff, and

WHEREAS, his passing has saddened us immeasurably, and

WHEREAS, the memory of Ward Edwards will remain as one of the finer memories of those who associated with him in any way.

NOW THEREFORE, the Board of Trustees of the Jacob Edwards Memorial Library agreed that this statement, which states to the best of the ability of the Trustees its sense of loss in the knowledge that Ward Edwards will no longer be a member of the Board, should be placed in its minutes as a permanent record of the Board's sentiments.

2. Secretary's Report

The Secretary's report was accepted by the Board.

3. Treasurer's Report

The Acting Treasurer reported that the balance as of April 1st in the Town Funds are \$10,029.88 and the Trustee Funds \$1,205.13. The Special Account remains \$3,000. He also reported that \$650 has just

Meeting of April 26, 1949 (cont.)

been received from the Estate of Robert J. Edwards. The Mynott Fund contains \$21.02 and Library fines for the month of March were \$125.16, a drop of about \$10 from March, 1948.

4. Storyteller
for Children

The Librarian reported that the storyteller which the Library had come to speak to the children of the Town was a great success and well over 100 children were present, with some being turned away because of lack of space. It was agreed that the storytelling session should be tried again in May and because of the disparity in ages of the children who come and the fact that the group is very large, the possibilities of splitting the groups in age groups might be considered.

5. Plaque
Indicating
Library Hours

This was discussed by the Board, and it was agreed that there was no need for having the full name of the Library on the plaque.

6. Use of Room
by Technical
Society

It was agreed that the Secretary will send a letter to the Technical Society asking the Society what they would like the Board of Trustees to do with the furniture and magazines which belong to them, which was in the room used by them.

7. Consideration of
Movies

It was agreed that in order to give the Board a better idea as to what movies might be obtained for showing children, should the Board decide to do this, a catalog showing the films which are available will be circulated among the members of the Board at the next meeting.

It was further agreed that E.P. Sheehan would look into the possibility of obtaining the use of a hall in one of the local schools for showing these films.

8. Children's
Librarian

The Librarian reported that Miss Planeta is planning to leave on June 1st and it was agreed by the Board to hire Miss Claire Laforce in this position at 75¢ an hour on a trial basis for the summer if she would care to come to work under those conditions.

John O. Martin, Secretary
BOARD OF LIBRARY TRUSTEES

JACOB EDWARDS MEMORIAL LIBRARY

LIBRARY TRUSTEES MEETING

May 24, 1949

PRESENT: GWSmith EPSheehan
WWCrawford OJLaliberte JOMartin

INVITED: E.vanNostrand, Librarian

ABSENT: Dr.N.J.Pioppi

Meeting held in the Library Conference Room
5:00 - 6:15 p.m. 5/24/49

The meeting was called to order at 5 o'clock.

1. Secretary's Report

The Secretary's report was accepted by the Board.

2. Treasurer's Report

The acting Treasurer reported that April fines were \$118.06 as against fines in April of 1948 of \$124.41. The balance in the Trustees Account is \$1628.01; in the Town Appropriation, \$8649.17. The special account remains \$3,000 and the Mynott Fund \$16.97.

3. Election of New Treas.

After a motion made and seconded, J.O.Martin was elected to serve as Treasurer as well as Secretary of the Board.

4. Parking Lot

The situation concerning the land behind the Library was discussed, and it was agreed to look into the ownership of the land with respect to any prescriptive rights which might be gained by public use of that property for parking.

5. Vacations

It was agreed that Mrs. Heather would take her two weeks vacation with pay and that she should be allowed to take one week without pay. It was further agreed that the Librarian will arrange the vacation schedule for the Library staff as she deems advisable.

6. Trees and Grounds

O.J.Laliberte brought up the matter that the tree surgeon who sprayed the trees suggested that the elm trees needed pruning and feeding. It was agreed that O.J.Laliberte will contact the custodian to see if he also feels that this should be done and if so, the possibility of the custodian feeding the trees and the tree surgeon pruning them, will be looked into.

Meeting of May 24, 1949 (cont.)

7. Movies

The catalog lists on movies were circulated amongst the Board and then were left available for the members of the Board to look at until the next meeting. It was further agreed that the Librarian will look into the school Visual Educational Program to assure that should the Board enter into any such project, it would not interfere with or compete with the school program.

John O. Martin, Secretary
BOARD OF LIBRARY TRUSTEES

JACOB EDWARDS MEMORIAL LIBRARY

LIBRARY TRUSTEES MEETING

June 21, 1949

PRESENT: GWSmith NJPioppi EPSheehan JOMartin

INVITED: EvanNostrand, Library

ABSENT: WWCrawford OJLaliberte

Meeting held in Library Trustees Conference Room
 5:00 - 5:45 p.m. 6/21/49

1. Secretary's Report

The Secretary's report was omitted by the Committee.

2. Treasurer's Report

The Treasurer reported that the fines for the month of May amounted to \$115.40 as against \$107.76 in May, 1948.

The balance on June 1, 1949 was as follows:

Trustee cash.....	\$1,332.21
Town Appropriations.....	7,431.71
Special Account.....	3,000.00
Mynott Fund.....	16.97

3. Payroll Change

The Trustees agreed that all Library employees should be paid every two weeks.

4. Vacation Custodian

It was agreed that the custodian will be paid \$50.00 in lieu of vacation, as has been the custom in past years.

5. Grates for Furnace

The Librarian reported that the new grates for the furnace do not fit and will have to be replaced.

6. Coal

The Librarian reported that the coal is in and that it was suggested that the Southbridge Coal Company be requested to bill the Library for this coal in order that the bill may be paid out of funds during the first six months of the year.

7. Recorded Books

G.W.Smith brought up a suggestion of investigating a series of programs of books which have been recorded for children. It was agreed that this will be carefully looked into in the Fall in line with the movie program which is contemplated.

John O. Martin, Secretary
 BOARD OF LIBRARY TRUSTEES

JACOB EDWARDS MEMORIAL LIBRARY

LIBRARY TRUSTEES MEETING

September 20, 1949

PRESENT: GWSmith EPSheehan
 NJPioppi OJLaliberte JOMartin

INVITED: EvanNostrand, Librarian

ABSENT: WWCrawford

Meeting held in Library Trustees Conference Room
 5:00 - 6:10 p.m. 9/20/49

1. Secretary's Report

The Secretary's report was read and accepted.

2. Treasurer's Report

The Treasurer reported that the fines for the month of August amounted to \$87.71 as against \$83.41 in 1948. The accumulated total amount for fines to date was \$903.70 as against \$879.67. Balance on hand August 31st was as follows:

Trustee Funds.....	\$1557.83
Town Appropriations.....	3315.58
Special Accounts.....	3000.00
Mynott Fund.....	26.97

As of September 20th, the balance was \$1500.78 in Trustee Funds; Town Appropriations \$2880.91; Special Account \$3000.00; Mynott Fund \$26.97.

The amount left in the Salaries Account to date was \$1201.98, and the salaries will amount to approximately \$3049.69.

The Committee agreed that salaries will have to be paid out of another account in order to make up the balance for the rest of the year.

3. Grates for Furnace

The grates have now been put in the furnace and the furnace is running.

4. Fence

No work has been done on the parking lot yet by the Town in order to save the iron fence. However, OJLaliberte reported that it is hoped that it will be done soon.

5. Parking Space

GWSmith will investigate the title to the land upon which the public parking space is located, and when that has been established, the Trustees will discuss the possibilities of closing off the property for a day in order to assure that Prescriptive Rights do not run against the property.

Meeting of September 20, 1949 (cont.)

6. Summer
Circulation

The summer circulation increased appreciably over last summer's circulation. In Children's books, there was an increase of 1371 volumes over last year - over 25% increase.

Adult circulation increased 630 - a 6-7% increase over last year.

7. Crowded
Reading Room

The Librarian reported that since the opening of the schools in Southbridge, on Mondays, Tuesdays, and Wednesdays, the reading rooms are crowded by high school students, and adults have no place at tables in which to go. There is also a great deal of noise caused by the students who are using the place as a meeting spot rather than to use Library facilities. It was agreed that the Secretary will consult with the Chief of Police to see if a special policeman could be stationed in the Library from 7 to 8 o'clock next Monday, Tuesday and Wednesday, even if the Library has to pay him in order to enforce the rules of quiet in the Library.

The suggestion was made that certain tables be reserved for adults, and it was agreed that this will be done if the situation is not alleviated.

8. Trees

It was agreed that there is no necessity of spraying the elm trees at this time.

9. Art Exhibit

The suggestion was made that the Library might hang pictures of local artists, both children and adult, in the Library, and at the same time, this might stimulate the circulation of art books in the Library stacks. It was agreed that this subject would be discussed later.

10. Movies

It was agreed that EPSheehan would contact the Y.M.C.A. and School Department officials about their plans for moving picture programs, so that the Library may make its plans as discussed at the meetings before the summer vacation.

John O. Martin, Secretary
Board of Library Trustees

Meeting of October 25, 1949 (cont.)

movies and has equipment that the Library could borrow. It was agreed to proceed with this program starting somewhere around December.

John O. Martin, Secretary
Board of Library Trustees

JACOB EDWARDS MEMORIAL LIBRARY

LIBRARY TRUSTEES MEETING

November 22, 1949

PRESENT: WWCrawford NJPioppi GWSmith
EPSheehan JKEwards

ABSENT: OJLaliberte JOMartin

INVITED: EvanNostrand, Librarian

Voted - to fill coal bins.

Voted - to buy a record player. Mrs. Smith to investigate possibilities.

Voted - to order a set of Mitten's display letters.

Voted - to have deed typed, framed, and hung in Trustee's Meeting Room.

E. P. Sheehan, Secy. Pro Tem
Board of Library Trustees

JACOB EDWARDS MEMORIAL LIBRARY

LIBRARY TRUSTEES MEETING

December 13, 1949

PRESENT: GWSmith WWCrawford
OJLaliberte EPSheehan

ABSENT: JOMartin NJPioppi JKEwards

INVITED: Miss EvanNostrand, Librarian

1. It was recommended that we entertain giving salary increasements to the permanent staff. It was voted to grant the raises as recommended by Mr. Martin and Mr. Crawford.
2. Mr. Laliberte suggested that a breakdown be given on increased budget, salaries, etc., not by names but titles.

Meeting of December 13, 1949 (cont.)

- 3. Christmas tree - Mr. Laliberte contacted Mr. Boiseau.
- 4. Movies approved.
- 4.a Mrs. Smith's recorder to be brought when available.
- 5. All adjourned.

E. P. Sheehan, Sec. Pro Tem
Board of Library Trustees