

JACOB EDWARDS MEMORIAL LIBRARY
SPECIAL LIBRARY TRUSTEES MEETING

January 17, 1953

PRESENT: J.K.Edwards N.W.Pioppi J.O.Martin
 E.D.Mitchell E.P.Sheehan

ABSENT: W.W.Crawford

Meeting held in J. O. Martin's Office
8:30 a.m. - 9:30 a.m. 1/17/53

The Committee discussed the bids for the work on the
Library.

1. General
Construction

There was only one bid for the general construction work that was submitted by F. X. Laliberte & Son, Inc., at an amount of \$3146. The Committee agreed that the lobby floor space should be changed from Terrazzo to slip-proof ceramic tile, deducting from this cost the sum of \$100.

The Committee then unanimously agreed to award the contract for general construction work to F. X. Laliberte & Son, Inc., with the above change in specification and price.

2. Electrical
Contract

There were two bidders for the electrical contract work: Joe Gat Electric Company and A & E Electrical Service Company, Inc., of Worcester. The Committee agreed on the following:

- (a) that reference room lighting should be included, so alternate #2 should not be accepted.
- (b) that alternate #1 be accepted and made part of the contract.
- (c) that alternate #3 be accepted and made part of the contract.

The Committee, however, agreed that the bid would not be awarded until a check on business and financial ratings could be made.

3. Painting
Contract

The following bids were received.

Worcester Insulation Company of Worcester.
\$4300

I. Sigel Company of Worcester.
\$2890

Dahlstrom and Johansson Company of Worcester
\$3135

Priscille Paint & Roofing Co., Inc.
\$7066.55

Through an error in the specifications, the refinishing of the chairs, painting the stacks from top to bottom and painting the back hallway were left out of the contract, consideration and price, of all bids except Priscilla Paint & Roofing Co., Inc. The Secretary will contact the three other bidders by mail and explain the situation and ask if they would like to re-submit their bid to include these items.

John O. Martin, Secretary
Board of Library Trustees

JACOB EDWARDS MEMORIAL LIBRARY

LIBRARY TRUSTEES MEETING

February 17, 1953

PRESENT: J.K.Edwards E.D.Mitchell N.W.Pioppi
 E.P.Sheehan (part time)

ABSENT: W.W.Crawford J.O.Martin

INVITED: M.Barrett, Librarian J.A.Britton (part time)

Meeting held in Library Trustees Conference Room
 5:25 p.m. - 6:20 p.m. 2/17/53

The Committee discussed the electrical and painting bids for the work on the Library.

1. Electrical Contract

Mr. Britton outlined the situation relating to the two electrical bids received. Having investigated the financial and business ratings of Joe Gat Electric Company and A & E Electrical Service Company, Inc., he stated that the former had received a clean bill of health and although a small organization, appeared capable of handling a job the size of the Library repairs. A Dun & Bradstreet report on the A & E Company, however, indicated that the financial condition of that company to be unbalanced by heavy debt and small assets.

Since the A & E Electrical Service Co., Inc. is the low bidder by a small margin, and there appears to be considerable doubt as to the advisability of awarding the contract to this bidder because of his rating and business reputation, the Committee agreed that only its own funds were to be used for this contract.

2. Painting Contract

Mr. Britton was present at the opening of the record set of bids for the painting work to be done and reported the following bids:

Michael H. Orlando of Framingham	\$2980
Worcester Insulating Company of Worcester	4295
I. Sigel Company of Worcester	4380
Southbridge Paint Company	4968
Dahlstrom and Johansson Company of Worcester	5310
Priscilla Paint & Roofing Co., Inc.	6360
Sternberg & Co., Inc. of Springfield	7485
The Paint Shop	8300

A discussion followed in which the Board agreed that the contract would not be awarded until a check on business and financial ratings could be made. Mr. Britton agreed that he would obtain such ratings as soon as possible and would notify the Board through J.O. Martin of his findings.

3. Janitor

N.W. Pioppi reported that Romeo was back in the hospital again and that he would not be back to work at the Library. The Board, therefore, approved his removal from the payroll as of February 14, 1953. The Board also recommended that Miss Barrett interview applicants for the position of janitor and that an ad be placed in the Southbridge Evening News.

In the meantime, Miss Barrett is to contact the firemen now doing the cleaning and request them to take care of the furnace until such time as a permanent janitor is hired.

The Board voted to pay Vincent DiBonaventura for his work at the rate of \$15 per week.

4. Meetings

The Board voted to hold its future meetings on Saturday mornings at the Library.

E. D. Mitchell, Secretary pro tem
Board of Library Trustees

JACOB EDWARDS MEMORIAL LIBRARY

LIBRARY TRUSTEES MEETING

March 21, 1953

PRESENT: E.D. Mitchell E.P. Sheehan J.O. Martin
 N.J. Pioppi

ABSENT: W.W. Crawford J.K. Edwards

Meeting held in Library Trustees Conference Room
 9:00 a.m. - 10:10 a.m. 3-21-53

1. Secretary's Report The Secretary's report was read and accepted by the Trustees.
2. Treasurer's Report The Treasurer's report was read and accepted by the Trustees.
3. Painting Contract The contract for painting and decorating the Library was approved and signed by the members of the Committee present.
4. Work on Door The Secretary was asked to write and see if O.J. Laliberte would start work on the door. In contacting Mr. Laliberte the Secretary found out that the thing that is holding up the matter is the hardware which has to be special work. This has been held up two months already and there is no immediate signs of its arrival.
5. Status of O.J. Laliberte The Committee suggested that O.J. Laliberte rejoin the Board of Trustees. Mr. Laliberte feels that it would be advisable for his work on the building to be completed before he rejoins the Board, although he will leave it up to the Board and appreciates their thoughtfulness.
6. New Janitor It was decided that the janitor's job was worth \$45 a week and, therefore, the person chosen for the job would be offered that amount. They would take it on the basis of three month's probation.

The Board agreed that the best looking applicants seemed to be Raymond Berard and Leo Ringuetto.

However, it was agreed that until the remodeling is done the Library should keep on with the fireman doing the job part-time, and when this remodeling is finished a permanent fireman should be obtained.

Meeting of March 21, 1953 (Cont.)

7. Gift from
the Boy
Scouts The Librarian reported that pamphlets have been given the Library by the Boy Scouts. the Library is happy to accept these.
8. Giving old
books to Town
Infirmery The Librarian reported that there are a great many old mystery stories which are crowding the shelves and still in good condition, and it was suggested that these be transferred to the Infirmery or to the hospital on a permanent loan basis. The Librarian will look into these as the Board agreed either could be done if the Town is agreeable.
9. Former Gift
to Library The Librarian reported that a former gift to the Library was in the form of pictures of Scranton, Pennsylvania, in early mining days. It was agreed that the Librarian should send these to the Library in Scranton, Pennsylvania.
10. Gift of
Accounting
Material E.D. Mitchell reported that the National Association of Cost Accounts, Worcester Chapter, is planning to give literature on accounting to the Library some time during the next month.
11. Teachers'
Club
Meetings The Librarian reported that at the meetings of the Teachers' Club, Italian lessons have been given and payment received by the instructor for this. She notified the group that this is not desirable but it is not a current question since the lights are off in that room due to the remodeling.

John O. Martin, Secretary
Board of Library Trustees

JACOB EDWARDS MEMORIAL LIBRARY

LIBRARY TRUSTEES MEETING

June 2, 1953

PRESENT: J.K. Edwards E.D. Mitchell J.O. Martin
 E.P. Sheehan

ABSENT: W.W. Crawford N.W. Pioppi

INVITED: M. Barrett, Librarian

Meeting held in Library Trustees Conference Room
 5:00 p.m. - 6:00 p.m. 6-2-53

1. New Janitor The Board discussed the applicants for the job of janitor and thought that the job should be offered first to Berard, and if he did not take it, it should be offered to Peloquin. The Librarian was authorized to offer the job to these men in this order.

2. Condition of the Boiler J.K. Edwards reported that the boiler is cracked and will be examined to determine the extent of the damage. It was suggested that this might have to be replaced by a complete new boiler. If so, it would be much wiser to put in an oil burner than to leave it as a coal burning boiler. This will be reported on at a later meeting.

3. Library Chairs The Secretary was authorized to see if he could obtain two library chairs for use behind the new desk.

4. Pay for Part-Time Help It was voted to raise the pay of the part-time help to \$1.00 an hour. This excludes pages.

5. NACA Contribution to the Library It was reported that the National Association of Cost Accountants contributed material to the Library, and the Secretary was directed to write a letter to the local head of the NACA thanking them in the name of the Library for this gift.

John O. Martin, Secretary
 Board of Library Trustees

JACOB EDWARDS MEMORIAL LIBRARY

LIBRARY TRUSTEES MEETING

June 30, 1953

PRESENT: W.W.Crawford E.D.Mitchell E.P.Sheehan
 O.J.Laliberte N.J.Pioppi J.O.Martin

INVITED: M.Barrett, Librarian

Meeting held in Library Trustees Conference Room
 5:15 p.m. - 6:20 p.m. 6-30-53

1. Secretary's Report The Secretary's report was read and accepted by the Trustees.
2. Treasurer's Report The Treasurer's report was read and accepted by the trustees.
3. Report on work in the Library O.J.Laliberte reported on the progress of this work.
4. Shutdown for Painting Library O.J.Laliberte stated that the painter wishes to close down the Library for the first two weeks in August, in order to efficiently do the job. The Secretary will see what permission, if any, is necessary, since the Board agreed that this should be done.
5. Color Combinations The Board approved the colors and procedure recommended by the architect.
6. Outside Work O.J.Laliberte reported that the evergreens will be sprayed.
7. New Janitor The new janitor, Mr. Lavellee, is reported to be working out well.
8. Heating Equipment O.J.Laliberte will start to get specifications on boilers and burners since the present boiler is probably no more good and should be replaced. At the same time an oil burner should be installed. The bid, however, will have to be advertised before any contract is let. Hot water still will be obtained by use of the gas heater.

9. Chairs for Desk

The Librarian was authorized to buy two chairs, authorized by the Board, and make sure the casters for the chair legs will not dent the cork floor.

10. Chairs for Staff Room

The Librarian will inquire to see how much furniture can be obtained for the \$60.00 appropriated for this purpose, and she is authorized to obtain this furniture.

John O. Martin, Secretary
Board of Library Trustees

JACOB EDWARDS MEMORIAL LIBRARY

SPECIAL LIBRARY TRUSTEES MEETING

August 4, 1953

PRESENT: J.K. Edwards E.D. Mitchell E.P. Sheehan
 O.J. Laliberte

ABSENT: W.W. Crawford N.J. Fioppi J.O. Martin

INVITED: M. Barrett, Librarian

Meeting held in Library Trustees Conference Room
 5:15 p.m. - 6:15 p.m. 8-4-53

1. Contract for
 Heating
 Equipment

The meeting was called for the purpose of selecting a contractor for the installation of new heating equipment.

The following bids were received:

Joseph Blanchet Co., Inc.	\$2140.00
Massachusetts Heating Co.	2800.00
McKinstry Ice Company, Inc.	2400.85
Perron & Tasse, Inc.	2109.50
G. C. Winter Company	2502.60

The discussion concerning the awarding of the contract centered around the two lowest bids; namely, the Perron & Tasse and Blanchet bids, with the contract finally being given to the latter company since its bid was made in accordance with the contract specifications which called for a cast-iron boiler, whereas the Perron & Tasse bid was based on supplying a steel boiler.

In connection with its bid, the Joseph Blanchet Company recommended the installation of a larger boiler than called for by the specifications. If accepted, this recommendation would increase their bid by \$175. After considerable discussion it was voted to award the heating contract to the Joseph Blanchet Company, Inc. for \$2315.

E. D. Mitchell, Secretary pro tem
 Board of Library Trustees

JACOB EDWARDS MEMORIAL LIBRARY

LIBRARY TRUSTEES MEETING

September 22, 1953

PRESENT: W.W. Crawford N.J. Pioppi J.O. Martin
E.D. Mitchell E.P. Sheehan

INVITED: M. Barrett, Librarian

ABSENT: J.K. Edwards O.J. Laliberte

Meeting held in Library Trustees Conference Room
5:15 p.m. - 5:45 p.m. 9-22-53

- 1. Secretary's Report The Secretary's report was read and accepted by the Trustees.
- 2. Treasurer's Report The Treasurer's report was read and accepted by the Trustees.
- 3. Electricity Bill It was reported that the bills for electricity have gone up much more than originally estimated by the Worcester County Electric Company. O.J. Laliberte is investigating this and will attempt to get a better rate for the Library. The Board directed the Secretary to write a letter to the Worcester County Electric Company on this matter.
- 4. Cleaning Paintings An art expert from the Worcester Art Museum has looked at the portraits in the Library and will give us an estimate as to the cost of cleaning and putting into shape. Some of them badly need attention.
- 5. Extra Help to move Books The Board agreed to authorize the Librarian to hire extra help for two days, at 85¢ an hour, to clear off the large books in the bookstacks so that the painter may finish rapidly.

John O. Martin, Secretary
Board of Library Trustees

JACOB EDWARDS MEMORIAL LIBRARY

LIBRARY TRUSTEES MEETING

October 20, 1953

PRESENT: W.W.Crawford E.D.Mitchell J.O.Martin
 O.J.Laliberte

INVITED: M.Barrett, Librarian

ABSENT: J.K.Edwards N.J.Pioppi E.P.Sheehan

Meeting held in Library Trustees Conference Room
 5:30 p.m. - 6:20 p.m. 10-20-53

1. Assistant Librarian Mrs. Heather was unanimously voted the title of Assistant Librarian.
2. Electric Light Rates O.J.Laliberte reported that the Electric Light Company will put a new meter on the Library to fully assure that the proper rate of consumption is being charged the Library.
3. Shrubbery The Board felt that it should consider as to whether or not the two big trees outside the door should be cut down. It was felt that the full Board should consider this before any action was taken.
4. Heating System It was reported that the installation of the new heating system has been completed.
5. Janitor It was reported that the new janitor is working out well.
6. Painting Contract It was reported that there are still some things to do under the painting contract, with tables, closet doors, etc. are not satisfactory.
7. Shades and Blinds O.J.Laliberte gave quotations of venetian blinds and shades. He will get another bid on shades and color samples for the next meeting.
8. Addition to the Painting contract O.J.Laliberte asked for a price on articles not included in the contract, and a price of \$590 was acceptable and unanimously approved by the Board.

9. Incinerator O.J.Laliberte will investigate the possibility of establishing an incinerator outside the Library, or attached to the chimney to burn leaves, papers, etc. He will report on this at a later meeting.

John O. Martin, Secretary
Board of Library Trustees

JACOB EDWARDS MEMORIAL LIBRARY

LIBRARY TRUSTEES MEETING

December 12, 1953

PRESENT: J.K. Edwards E.D. Mitchell E.P. Sheehan
 O.J. Laliberte N.J. Pioppi J.O. Martin

INVITED: M. Barrett (9:00 - 9:35 a.m.)

ABSENT: W.W. Crawford

Meeting held in Chamber of Commerce Office
 9:00 a.m. - 10:25 a.m. 12-12-53

The Chairman asked Miss Barrett if she cared to make any statement as to the severing of her duties at the Library. She stated that she had no intention of resigning "under fire". She wished to know whether or not this would be a preliminary hearing with another hearing to follow, at which time she could know the nature and names of the complaints and complainants as to the conduct of her duties. She was informed that no such hearing was contemplated.

She then pointed out that the American Library Association advocates certain rules of tenure, as outlined in the November 1946, Vol. 40, bulletin of the American Library Association. She outlined further a period of three months of notification is recommended by ALA. She stated that she does not recognize the meeting between WWC and JOM in August 1952 as a warning, and stated that the presidents of the ALA and the Massachusetts Library Association do not agree that this was a proper warning. She stated that she felt that WWC and JOM were satisfied with her explanation of the complaints. She then discussed the following complaints which have been made.

1. Attachment of book notes in the books. Miss Barrett stated that this was unknown to other libraries and some of the patrons here in Southbridge did not like it. It is not, she said, good library practice but that she has complied with the request as far as is possible.

2. The selection of the books for the Library. She discussed approved methods of selection and the fact that use of a book selection committee is called bad library practice. She stated that it was common to have "political pressure" on libraries to buy certain books; that there have been many requests for books that she would not buy; that she feels justified in not buying them and has checked at her own expense the advisability of purchasing of books that she felt undesirable; she has talked with book salesmen about book selections and these salesmen have outlined to her the methods of sales of books of the type which in her opinion were not proper for library collections. She stated that she had had no recent complaints about books, except two on a book which was requested by JOM. She stated that, in her opinion, the Library had too many books of the western and mystery type; that they have been replaced by pocket books and,

therefore, she has cut down on the numbers ordered.

3. Miss Barrett discussed the lack of speed in processing the books, attributing this to the difficulties of operating this year, and referred to an outline in the American Library Association Bulletin No. 6, Volume 40, June 1946.

She advised the Board as to how she checked on the Library before she came and of the energy and effort she put into the Library, and that she does not wish to hurt the town or Library. She also stated that the American Library Association and the Massachusetts Library Association will not recommend the Library to a new librarian unless they are assured she will be able to follow proper library standards. At this point Miss Barrett concluded her statement and left the meeting; and the Board considered the statement in the light of the facts.

It was agreed that it was unfortunate that Miss Barrett is basing her entire case on her practices as a librarian, which the Board had no reason, up to a few days ago, to criticize. It has now developed that a number of criticisms as to her ability as a librarian might possibly be in order.

It was agreed that the Board will make some investigation of the statement that certain books had paragraphs or pages cut out of them in an attempt to censor certain passages.

The Board reviewed other complaints, all of which were of a personal nature, and again agreed that the main difficulty was the incompatibility of Miss Barrett personally with many of the patrons of the Library and with the Staff.

It was, therefore, again unanimously agreed that the dismissal should be final, and the Board would take no further action on the matter except to discuss it with Mrs. Galick of the Division of Public Libraries of the Massachusetts Department of Public Education and ask her if she would come out here and meet with the Board and with Mr. Shaffer, Director of the School of Library Science at Simmons College.

The Board composed a letter to Miss Barrett, the text of which follows:

"After full consideration of the statement which you gave at the meeting at the Chamber of Commerce on December 12, and after reconsideration of all factors pertinent to the case, the Board of Trustees of the Jacob Edwards Memorial Library cannot change its decision as to your status.

"We, as agents of the Town and of the trusts from which the Library derives income, must base our decision on the very numerous complaints that we have received from time to time pertaining to your contacts with the public.

"Therefore, if your resignation effective November 21, as requested, is not forthcoming immediately, the Board has no alternative but to consider that you have been dismissed as of that date.

"It would be appreciated if you would return your key to the Library if you have not yet done so."

The meeting adjourned at 10:25 a.m.

John O. Martin, Secretary
Board of Library Trustees

JACOB EDWARDS MEMORIAL LIBRARY

LIBRARY TRUSTEES MEETING

December 22, 1953

PRESENT: J.K. Edwards N.J. Pioppi J.O. Martin
 E.D. Mitchell E.P. Sheehan

INVITED: H.T. Heather, Acting Librarian

ABSENT: W.W. Crawford O.J. Laliberte

Meeting held in Library Trustees Conference Room
5:15 p.m. - 6:15 p.m. 12-22-53

1. Secretary's Report The Secretary's report was read and accepted by the Trustees.
2. Report of the Special Meeting The report of the Special Meeting was read and accepted by the Trustees.
3. Treasurer's Report The Treasurer's report was read and accepted by the Trustees.
4. Record Collection The Board expressed its thanks to the South-bridge Music Appreciation Association for the effort and the time which it put into the concert which produced \$267 for a library record rental collection. When these records are obtained, the Library will make them available for loan, and feels that this is a very worthwhile addition to the Library.

The Board had no objection to using the downstairs room for music appreciation courses as long as no charge is made, and looked with favor upon establishing a rental collection of some of the better records in the future if the demand seems to warrant it.
5. Children's Wing The Board felt that when construction of a Children's Wing is considered it would be well to carefully study the space behind the Library for this Wing, so that the appearance of the Library could be preserved from an architectural standpoint.
6. Maintenance It was reported that the blinds had been installed; that the incinerator has been installed, and that the vacuum system is not yet fixed, but the Acting Librarian expects it to be completed this week.

7. Letter from
Miss Barrett

The Board carefully considered the letter from Miss Barrett and unanimously agreed that her suggestion as to a token reinstatement with later resignation is out of the question. The Board directed the Secretary to write Miss Barrett to this effect, but tell her that if she wishes to resign now her resignation will be accepted as a resignation and will be so treated in any reference letters to be later forthcoming from the Board.

8. Budget for
1954

E.D. Mitchell presented a proposed budget for the Library for 1954. There was no objection to this budget as submitted. Increases were approved as follows:

Mrs. Heather	- \$200
Mrs. Hobson	- \$150
Mrs. Hazelton	- \$150
Janitor	- \$150

This last increase is effective July 1, 1954.

It was agreed that the Town would be requested for \$1,000. to go toward repairs and alterations and the new Children's Wing.

9. Staff pay
for Holiday

This will be handled as it was last year.

10. Holiday
Closing

The Library will close at 6 p.m. on Christmas Eve and New Year's Eve.

John O. Martin, Secretary
Board of Library Trustees

Annually cancelled.