

Date January 23, 1957

APPROVED BY TRUSTEES¹
THE JACOB EDWARDS
MEMORIAL LIBRARY

1. Meris W. Pippin
2. James J. Galbreath
3. Jacob K. Edwards
4. R. D. Mitchell
5. John B. Martin
6. E. Reed
7. _____

1956

REPORT OF THE TRUSTEES
OF THE JACOB EDWARDS
MEMORIAL LIBRARY

TRUSTEES
FOR THE EDWARDS BEQUEST

W. Wesley Crawford

Jacob K. Edwards

Ellsworth D. Mitchell

John O. Martin

FOR THE TOWN

Oswald J. Laliberte

Edward P. Sheehan

Dr. Nerio W. Pioppi, Chairman

LIBRARY HOURS

Open 1957:

Monday - Friday --- 10:00 a.m. - 9:00 p.m.

Saturday ----- 10:00 a.m. - 6:00 p.m.

Closed 1957:

January 1

New Year's Day

February 22

Washington's Birthday

May 30

Memorial Day

July 4

Independence Day

September 2

Labor Day

October 12

Columbus Day

November 11

Armistice Day

November 28

Thanksgiving Day

December 25

Christmas Day

REPORT OF THE LIBRARIAN

1956 is the year of the new Children's Room. A gift of the Trust Fund to the town, work was started August 13 after many months of planning. Two solid brick walls were removed in the basement making one large room from three gloomy ones. Dark woodwork was bleached, a new floor laid, new ceilings, lights and a separate heating system installed, and the handsome creamy brick walls scrubbed. Plans had been made for a grand opening during Book Week in November, but unfortunately furnishings were delayed which postponed the opening to 1957. The room had been urgently needed for several years, and the Board of Trustees is to be commended for their foresight in providing it.

Other additions made during the year include an outside book deposit which permits the return of books when the library is closed. Also a twenty gallon tank stocked with tropical fish was provided by Mrs. Laurent Jarry and Mrs. Robert Clemence. Other patrons have contributed fish to it as well. A large inflatable plastic globe of the world was added to the Children's Side.

We were pleased to be selected as one of the 1600 libraries from 33,000 applications to be awarded a set of THE GREAT BOOKS OF THE WESTERN WORLD in January. This 54 volume set, priced at \$249.00, was given to us along with the printed catalog cards by the Old Dominion Foundation. The material within these volumes has greatly enriched the resources of this library.

The library also became a member of the Massachusetts Film Cooperative which will make even more films available to us. Adult evening movies were discontinued at the end of the year as attendance was not sufficient. In its place afternoon movies will be held for children. The subjects will concern folk stories,

nature, geography etc.

The Children's Art Class is a new addition to our activities. Mrs. Edward Quinn, a former elementary teacher, is in charge and contributes her time. Planned for children from four to ten, it is designed to correlate art materials with books and music to achieve a free expression of ideas. This meets weekly on Saturday mornings.

We also had a show of paintings¹ by the Southbridge Community Art Guild. This was arranged in the downstairs corridor along with books on art which circulated freely. We hope this will become an annual affair.

The Summer Reading Club enrolled 135 members of which about fifty were in regular attendance at the weekly meetings. Mrs. Mary Hazelton, Children's Librarian, was in charge assisted by Catherine Beebe and Sylvia Gregoire. Using a western theme, the Children heard stories and records, played games in the yard and were encouraged to read and report on at least sixteen books. At the final meeting, seven prize books were supplied by Doubleday Company, publishers, and were selected from catalogs by the winners.

Book Week in November was something of an anti-climax as we had expected to open our new Children's Room, but other arrangements were hurriedly substituted. Afternoon movies were shown, story hours were held at elementary schools and a special program of stories was given at the library. This was conducted by Mr. Harry Schuman of the Thames Book Company who awarded fifteen prize books during a quiz contest. Posters were distributed to all the schools.

A Fine Free Day was held in April. One-third of the seriously delinquent books were returned including ones due since 1948 and 1950.

The Senior Girl Scouts provided a great deal of excellent volunteer help during the year. Several Girl Scout and Brownie Troops visited the library for instruction or to work on badges.

The librarian and members of the staff attended several library meetings within the state. The librarian also gave book talks to The University of Life, Girl Scout Council, West Street PTA, and several church groups. Station WESO invited the Children's Librarian to speak on the summer reading program and the librarian to talk during United Nations Week on Esther Costa's "Over the Back Fence." Library instruction was given to seven high school English classes followed by assignments involving the use of library tools. Each of the high school teachers also received a letter outlining materials in the library relevant to her classes and for personal use.

Plans for 1957 include opening the new Children's Room and expanding the work with both elementary and high school students; creating a special area for art and music materials as interest in this has been decidedly indicated; and contacting the business and professional people in Southbridge to inform them of the variety of sources in the library that would be helpful to them.

Special thanks are offered to those who have aided us in our public relations. The SOUTHBIDGE EVENING NEWS, Station WESO and the Audio Visual Department of the Southbridge Public Schools have been generous to the library.

The wholehearted support of the progressive Board of Trustees and the staff as well as the fine response from the people of Southbridge are deeply appreciated by the librarian.

(4)
COMPARATIVE TABLE OF CIRCULATION

<u>Adult</u>	<u>1955</u>	<u>1956</u>
General Works	189	188
Philosophy	609	746
Religion	794	701
Sociology	1,313	1,531
Language	184	211
Science	878	1,015
Useful Arts	2,383	2,618
Fine Arts	1,753	2,274
Literature	1,858	1,792
History	1,036	1,287
Travel	1,468	1,580
Biography	3,003	2,642
<u>Total Adult Non-Fiction</u>	15,473	16,585
Current Periodicals	2,834	2,802
Pamphlets	447	294
Foreign Books	268	182
Records	200	410
Pictures	541	55
Fiction	27,649	27,976
<u>Total Adult Circulation</u>	46,671	48,304
<u>Juvenile</u>		
General Works		402
Philosophy		5
Religion		317
Social Sciences		1,131
Language		65
Science		1,265
Useful Arts		1,115
Fine Arts		891
Literature		717
History		772
Travel		784
Biography		2,697
<u>Total Juvenile Non-Fiction</u>		10,161
Current Periodicals		729
Pamphlets		128
Records		59
Pictures		246
Fiction - J		14,065
Fiction - JJ		12,297
<u>Total Juvenile Circulation</u>	37,205	37,685
<u>GRAND TOTAL</u>	84,617	85,989

STATISTICAL RECORD

Date of founding	1871
Population served	18,000
Days open during year	304
Hours open each week	63
Number of volumes January 1, 1956	38,355
Number of volumes added	
New	1,693 (including books by gift
Replaced	69 and transfer from rental)
	1,762
Number of volumes discarded and lost	1,282
Number of volumes December 31, 1956	38,835
Number of registered borrowers	4,916
Number of volumes lent for home use	85,989
Largest circulation for one day	529
Smallest circulation for one day	115
Average circulation per day	290

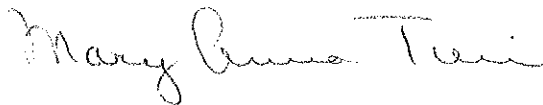
LIBRARY STAFF

Librarian	Mary Anna Tien
Reference Librarian	Hilda Heather
Children's Librarian	Mary Hazelton
Bookkeeper and General Assistant	Gladys Hobson
Janitor	Joseph Lataille

PART TIME STAFF

Jean Anderson	Joanne Houle
Christina Bent	Viola Michael
Catherine Beebe	Gloria Proulx
Marjorie Bliss	Helen Rowley
Judith Cutler	Loretta Spiro
Sylvia Gregoire	Judith Wood

Respectfully submitted,



THE JACOB EDWARDS MEMORIAL LIBRARY
RESERVE FOR BUILDING REPAIRS AND IMPROVEMENTS

Balance - January 1, 1956	\$15,807.92
Add:	
Interest received	439.72
Balance, December 31, 1956, on deposit at Southbridge Savings Bank	<u>\$16,247.64</u> *

* On November 14, 1956 \$7,600.00 was borrowed
on a pass-book loan due January 2, 1957.

PILSUDSKI BOOK CLUB FUND

Balance - January 1, 1956	\$215.20
Add:	
Interest received	6.41
	<u>\$221.61</u>
	Total
Deduct:	
Transferred to Operating Account to cover cost of books purchased.	<u>6.34</u>
Balance - December 31, 1956	\$215.27

TOWN OF SOUTHBRIIDGE, MASSACHUSETTS

LIBRARY DEPARTMENT

THE JACOB EDWARDS MEMORIAL LIBRARY

1956 RECEIPTS AND EXPENDITURES

Cash Balance, January 1, 1956 \$2,102.57

Receipts:

Town Appropriation - Regular	\$19,891.00	
Town Appropriation - Special	1,000.00	
Mynott Fund Interest	30.00	
Trustees of Edwards Trust Funds	7,790.00	
Rental of Records	28.00	
Savings Bank Pass-book Loan	7,600.00	
Sale of Books	16.34	
Pilsudski Fund	6.34	
		<u>36,361.68</u>
		\$38,464.25

Expenditures:

Payroll	\$18,890.71	
Building Expenses	2,645.81	
Remodeling - Children's Room	9,580.42	
Operating Expenses	704.22	
Building Maintenance	679.97	
Grounds Maintenance	358.86	
Books and Periodicals	3,832.72	
Book Repairs	90.43	
Films and Records	320.45	
Equipment	265.80	
		<u>\$37,369.39</u>

Cash Balance, December 31, 1956 \$1,094.86

Represented by:

Trustees Cash	\$1,062.87
Mynott Fund Interest	31.99
	<u>\$1,094.86</u>

The following tabulation indicates the proportion of the cost of the library borne by the taxpayers of the Town of Southbridge:

	1956 Budget	%	1956 Expenditures	%	1957 Budget	%
Expenses paid by the Town:						
Appropriation - Regular	\$19,891.00		\$19,891.00		\$21,737.00	
Appropriation - Special	1,000.00		2,000.00		1,000.00	
	<u>\$20,891.00</u>	75.9	<u>\$21,891.00</u>	58.6	<u>\$22,737.00</u>	76.8
Expenses paid by Trust Funds:						
Edwards Trust	6,650.00	24.1	15,452.71)		6,660.00	23.2
Kynott Fund			19.34)	41.4		
	<u>\$27,541.00</u>	100.00	<u>\$37,359.39</u>	100.00	<u>\$29,597.00</u>	100.00

If the amount collected by the library and turned in the Town Treasurer, \$1,389.51 is taken into consideration, the net cost to the taxpayers for 1956 is \$20,501.49 or 54.9% of the total cost for the year.

Attention is called to the estimated contribution for 1957 of \$6,660.00 from Trust Funds. On this basis the town cost will be 76.8% of the total Budget including the special appropriation of \$1,000.00.

During 1956 alterations to the basement of the library were started, the object of which is to provide a Children's Room. The total cost of this improvement, including furniture and equipment will be approximately \$15,000.00, of which \$9,580.42 was paid during 1956. The special appropriation of \$1,000.00 is required to complete the payments in 1957.

JACOB EDWARDS MEMORIAL LIBRARY

LIBRARY TRUSTEES MEETING

January 28, 1957

PRESENT: J.K. Edwards O.J. Laliberte E.D. Mitchell
 N.W. Pioppi

INVITED: M.A. Tien, Librarian

ABSENT: W.W. Crawford E.P. Sheehan J.O. Martin

Meeting was held at Hook & Eye Restaurant
 12:15 - 1:30 p.m. 1-28-57

1. O.J. Laliberte Mr. O. J. Laliberte was reinstated as a Trustee.
2. Treasurer's Report The Treasurer's report was read and accepted by the Trustees.
3. Secretary's Report Due to the absence of the Secretary no report was available.
4. Water Pipes O. J. Laliberte reported that the underground cold water lines (brass piping) had become porous causing flooding in the boiler room and that the Southbridge and Webster Plumbing Company, Inc., had quoted \$530. to change these lines to copper tubing. It was suggested that a new quotation be submitted based on using the Library janitor as a helper on the job.

 O. J. Laliberte also reported that the leak which occurred in the new Children's Room during the January cold weather was caused by a freeze-up of the pipes located in the walls and used for the old heating system.
5. Volunteer Time Mrs. Tien reported that the Library is now receiving 29 hours a week of volunteer service, 13 of these being contributed by the Boy Scouts.
6. Desk Mrs. Tien reported the acquisition of a used typewriter desk for the office purchased for \$10.
7. Children's Room The Librarian reported 40 to 50 children were in attendance at the opening of the new Children's Room.

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

FESTIVITIES OF THE OPENING OF THE NEW CHILDREN'S ROOM

February, 1957

At 3:30 on Monday, February 11, seventy Southbridge children from both the public and parochial schools were in the Library to help move the collection of juvenile books from the main reading room of the Library to their new department downstairs. Volunteer Girl Scouts were on hand to see that the parade progressed smoothly. Roger Steele, an eighth grade pupil at Mary Wells, contributed many strenuous hours.

The Southbridge Evening News photographed the beginning of the book parade which led out the front door and around into the new entrance led by the venerable eagle. The following day circulation started from the Children's Room.

On Wednesday at 9:05 a.m. Mrs. Esther Costa of WESO broadcast her program, "Over The Back Fence" from the Children's Room. The dedication was opened by a talk by Dr. Nerio Plocpi, Chairman of the Board of Trustees. Robert Fox, Superintendent of Schools, Dr. Armand DeGrenier, Chairman of the Selectmen, Horace Landry, Executive Secretary of the Chamber of Commerce also spoke informally of the Children's Room. Present for spontaneous comments was the fourth grade of Marcy Street School and Mrs. Dion, their teacher. The broadcast was followed by a Coffee Hour for the adults and candy for the children.

Mrs. Costa had contributed an elaborate cake baked and decorated to represent the "Train to Storyland". This was kept in the display case for one week then cut and distributed to the children. She also remained during the afternoon of the broadcast to talk with parents.

Two Open Houses were held. On Monday, February 18, from 7:30 to 8:30 the Board of Trustees and their wives, Town Officials, the Senator and Representative to the State Legislature and area Librarians were invited. Mrs. Robert Clemence and Mrs. Laurent Jarry, representing the Southbridge Music Group that had donated a record collection to the Library, poured. They were assisted by several Girl Scouts.

On Tuesday, the 19th, another special Coffee Hour was held for the Southbridge teachers of both public and parochial schools. Mrs. Alice Howard, the State Consultant in Library Work with Children was the special guest. Mrs. Alex Constantine and Mrs. Norman Powers, representing the volunteer staff, poured. They were assisted by Girl Scouts. For both affairs nearly all the refreshments had been donated by patrons of the Library.

Small booklets of reading lists for children were distributed to parents. During the opening week children registered for book prizes to be awarded to each grade, pre-school through seventh. 257 Children registered with the most number from the fourth grades. The prizes were given by Doubleday and Company.

Several plants were contributed by Mrs. James Cross, Mrs. Gwynn Williams and the Wednesday Club of the Congregational Church. Mrs. Zygmund Damian gave an electric clock for the room.

The response by the children has been overwhelmingly enthusiastic and entirely justified the many months of planning.

JACOB EDWARDS MEMORIAL LIBRARY

LIBRARY TRUSTEES MEETING

March 26, 1957

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

INVITED: M.A.Tien, Librarian

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

Meeting was held at Cohasse Country Club
 12:15 - 1:15 p.m. 3-26-57

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. The Treasurer reported that \$3,602. was withdrawn from the reserve fund in order to complete the payment for the furniture in the Children's Room.
3. Retaining Wall J.K.Edwards reported that with reference to a bulge in the retaining wall between the Library and the Swiacki property he had instructed Trahan Bros. to make the necessary repairs on that section opposite the Swiacki building. It was estimated that this work could be done for not more than \$100.
4. Salaries In line with the general wage increase granted to employees of the Town at the Annual Town Meeting, it was voted that the increases previously approved for the Library Staff be further increased so that the total granted to each employee for the year will equal \$200.

 With respect to the Librarian, it was voted that the adjustment to become effective on September 1, be increased \$50.
5. Screens The Board discussed the need for screens on the windows of the Children's Room and a screen door for the entrance to that section. J.K.Edwards will obtain estimates for the cost of making and installing these screens.
6. Record Player Mrs. Tien reported the gift of a three-speed record player from Dr. and Mrs. Cross.

7. Concert

Mrs. Tien announced that the Southbridge Music Group is planning to sponsor a concert to be held later in April the proceeds from which are to be given to the Library to defray the cost of binding the sheet music collection.

8. Opening new
Children's
Room

Mrs. Tien made a report on the festivities of the opening of the new Children's Room - a copy of which is included in these minutes.

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

JACOB EDWARDS MEMORIAL LIBRARY

LIBRARY TRUSTEES MEETING

April 30, 1957

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

INVITED: M.A.Tien, Librarian

ABSENT: W.W.Crawford J.K.Edwards E.P.Sheehan

Meeting was held at Cohasset Country Club
12:15 - 1:30 p.m. 4-30-57

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. The possibility of temporarily withdrawing funds from the Library reserve was discussed. The reason for this is that the timing of receipt of funds from the Town and New England Trust Company may result in temporary shortages of cash.

3. Grounds

No report was given on the screens and screen door for the Children's Room. O.J.Laliberte will check on these. The retaining wall next to the Swiacki property has been completed but no bill has been submitted yet.

4. Record Player

The Board requested that the Secretary thank Dr. and Mrs. Cross for their gift to the Library.

John O. Martin, Secretary
Board of Library Trustees

May 1894. Honolulu

JACOB EDWARDS MEMORIAL LIBRARY

Library Trustees Meeting

June 25, 1957

PRESENT: N.W.Pioppi O.J.Laliberte J.K.Edwards
 W.W.Crawford

INVITED: M.A.Tien, Librarian

ABSENT: E.P.Sheehan E.D.Mitchell J.O.Martin

Meeting was held at Cohasse Country Club
12:15 p.m.

During luncheon Mrs. Tien discussed the activities in the Library. It was reported that the special book deposit that had been prepared for grades one to three was finally put in operation the beginning of May. These books were sent to outlying schools and circulated from the classrooms. During the month they were in use, a circulation of 1,400 was realized from about 260 books.

Mrs. George Wells had given the Children's Room a handsome stereoscope with a large set of slides. It is planned to lend this for classroom use. At present the children are enjoying it.

The Round-the-World Reading Club plans were outlined and plans for a Violin Concert by children at the last meeting were mentioned. Several foreign-born adults have agreed to talk at these meetings of their childhood in their native lands.

The National Film Board of Canada offered to add this Library to their film circuit entirely without charge. Each two months, fall through spring, this Library will be provided with three color travel films of Canada to be circulated to adult groups for screenings. The subject matter will have instant appeal to the community, and will be an addition to our public services. The only cost to the Library will be postage for sending film on to the next library.

The problem was brought up of persons wanting certain books in the collection that circulate, and have for years, only to the certain person who is interested. These persons have offered to buy them which, of course, cannot be done. It was suggested that an informal loan with no due date be effected.

After the meeting was called to order, two items of business were brought up.

Repairing
Gutters

Mr. Laliberte strongly recommended that the gutters on the front of the building be repaired before serious damage was done to the masonry. He agreed to talk to two roofers about this.

Replacing
Shrubs

It was decided that Mr. Laliberte would inquire into the cost of replacing the overgrown shrubs by the entrance to the Children's Room.

Due to the absence of the Secretary and the Treasurer there were no reports.

M.A.Tien, Secretary pro tem

JACOB EDWARDS MEMORIAL LIBRARY
Library Trustees Meeting

July 30, 1957

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

INVITED: M.A.Tien, Librarian

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

Meeting was held at Cohasse Country Club
12:15 p.m.

1. Secretary's
Report

Secretary's report was read and accepted by
the Trustees.

2. Treasurer's
Report

Tressurer's report was read and accepted by
the Trustees.

3. Reading
Club

The Librarian reported that children are not
reading much this year but Club is well
attended. She discussed a prize contest to
be conducted.

4. Circulation

Circulation has dropped off some last year
especially among school age readers. The
circulation of records, on the other hand,
increased in the first six months over the
first six months of last year.

5. Outside
Activities

Librarian reported she has been appointed
Chairmen of the Bay Path Library Association
Recruiting Committee.

6. Relationship
with School
System

Librarian will contact Superintendent of
Schools Fox to attempt to set-up regular
School---Library visitation days.

7. Book
Returns

Some book returns continue to be slow.
Librarian will advise Secretary of the facts,
and the Secretary will contact the Town Counsel
on delinquent returns.

8. Memorial
Gifts

The Librarian reported that funds have been received for memorial gifts of books for the late Hiram Bellows, and the late Harold R. Moulton both of Southbridge.

John O. Martin, Secretary
Board of Library Trustees

August 1957. Cancelled

JACOB EDWARDS MEMORIAL LIBRARY
Library Trustees Meeting September 24, 1957

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

INVITED: M.A.Tien, Librarian

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

Meeting was held at Favreau's Restaurant
12:15 p.m.

1. Secretary's Report Secretary's report was read and accepted by the Trustees.
2. Treasurer's Report Treasurer's report was read and accepted by the Trustees. It was noted that the budget was overspent to date.
3. Delinquent Books The current situation was outlined and the Secretary was asked to contact the selectmen as to collecting this money.
4. Memorial Gift A gift of money in memory of Mrs. E. D. Tillyer was reported.
5. New Reading Program The local radio station is closely cooperating with the Library in stimulating interest in reading. Also, the school system indicates more interest in such a program.
6. Circulation This is improved over the past month bringing the year 200 books ahead of last September.
7. Condition of Gutters and Down Spouts Estimate from Southbridge Roofing Company indicates that the repairs of these would cost approximately \$1,990. It would require advertising for bids. The subject was tabled until next year.
8. Sign for Children's Room This subject was tabled until next year.

9. Lawn Mower

The Librarian reported that the lawn mower seems to require much repairs. O.J. Laliberte will check into this matter.

John O. Martin, Secretary
Board of Library Trustees

JACOB EDWARDS MEMORIAL LIBRARY

Library Trustees Meeting

October 29, 1957

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

INVITED: M.A.Tien, Librarian

ABSENT: W.W.Crawford

Meeting was held at Cohasse Country Club
12:15 p.m.

1. Secretary's Report Secretary's report was read and accepted.
2. Treasurer's Report Treasurer's report was read and accepted. The situation has improved as to expenditures but we are still behind the 1957 budget. It is expected, however, to end the year within the budget.
3. Delinquent Books The Secretary reported on the status of collecting on delinquent accounts; this progress with the Town Counsel is not satisfactory but it is hoped that more will be made shortly.
4. Building & Repairs It was agreed to have the plans on the way down to the Children's Library cut back so that snow and ice will not fall on the stairway.
5. National Library Week The Librarian announced that next March will mark the first event of the National Library Week. Further information will be forthcoming later.
6. Circulation There was a 1,000 book circulation greater in September of 1957 than in last September, but the students are mutilating some of the books. To date, the Library is 600 books ahead of 1956, for the year.
7. Bay Path Library Association The Librarian reported on her meeting with this group and stated further that this group will meet in Southbridge in May.

8. New England
Library
Association
Meeting

The Librarian reported on this meeting.

9. Shopping Day
for Staff

The matter of a shopping day during the Christmas period for the Staff is to be handled by the Librarian.

John O. Martin, Secretary
Board of Library Trustees

JACOB EDWARDS MEMORIAL LIBRARY

Library Trustees Meeting

November 26, 1957

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

INVITED: M.A.Tien, Librarian

ABSENT: J.K.Edwards E.P.Sheehan W.W.Crawford

Meeting held at Cohasse Country Club
12:00 Noon

1. Secretary's Report Secretary's report was read and accepted.
2. Treasurer's Report Treasurer's report was read and accepted.
3. Book Week The Librarian reported a successful book week.
4. Book Covers The Librarian reported that the Southbridge Savings Bank has given the Library pliofilm book covers for use during rainy days.
5. Library Week The Librarian reported that the Jr. Chamber of Commerce will take on the promotion of this as one of their projects in 1958.
6. Christmas Decorations O.J.Laliberte will contact the proper people to see that the Christmas decorations are displayed over both entrances of the Library.
7. Earphones for Record Player The Librarian reported that Richard Mahler of Harvey-Wells has taken the record player to install earphones in it. The Secretary will write Mr. Mahler thanking him for this service.
8. Circulation The book circulation of the Library has increased by 700 over last year of this time.

John O. Martin, Secretary
Board of Library Trustees

JACOB EDWARDS MEMORIAL LIBRARY

Library Trustees Meeting

December 19, 1957

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

INVITED: M.A.Tien, Librarian

ABSENT: J.O.Martin

Meeting held at Cohasse Country Club
12:15 - 1:30

1. Secretary's Report

Secretary's report was read and accepted.

2. Treasurer's Report

Treasurer's report was read and accepted.

3. 1958 Budget

The following budget for 1958 was reviewed and approved:

Salaries	\$21,266.
Books, Periodicals	4,500.
Films	200.
Book Repairs	125.
Fuel	1,650.
Light	1,075.
Miscellaneous	85.
Building maintenance	700.
Grounds maintenance	175.
Office Supplies	475.
Telephone & Stationery	250.
Treasurer's Bond	50.
Equipment	250.
	<hr/> \$30,801.

Increases in salaries, included in the budget, were approved for the following:

Mrs. Tien	\$300 to \$5,200. (effective 9-1-58)
Mrs. Heather	180 to 3,500.
Mrs. Hobson	190 to 3,100.
Mrs. Hazelton	250 to 3,000.
Janitor	100 to 3,260.

The Board discussed the matter of the special appropriation received from the Town in previous years and voted to forego making a similar request for 1958 in view of the fact that the Treasurer reported that the Reserve Fund presently had a balance of \$5,300. This fund will be used to defray the cost of any major repairs which may be necessary during the year.

4. Use of Library
by Non-Residents

Mrs. Tien reported that approximately 100 non-residents of the Town pay a fee of \$1 per family, annually, for use of the Library and that this money is turned over to the Town in conjunction with the proceeds from book fines.

5. Damage to
Encyclopedia

The Librarian reported that with respect to the matter of sheets torn out of the encyclopedia at the Library by students, the response from the schools was very disappointing.

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