

JACOB EDWARDS MEMORIAL LIBRARY

LIBRARY TRUSTEES MEETING

January 26, 1960

Present: O. J. Laliberte J. J. O'Shaughnessy E. P. Sheehan  
N. W. Pioppi J. K. Edwards R. L. Fox

Invited: M. A. Tien, Librarian

Absent: E. D. Mitchell

Meeting was held at the Cohasse Country Club at 12:00 P.M.

1. Secretary's Report: The Secretary's report covering the meeting of December 15, 1959 was read and accepted.
2. Election of Permanent Secretary The Chairman, Dr. Pioppi, announced that a permanent secretary of the Board of Trustees should be elected to fill the vacancy created by the resignation of Mr. John O. Martin. Upon motion duly made and seconded, John J. O'Shaughnessy was elected permanent Secretary of the Jacob Edwards Memorial Library Board of Trustees.
3. Discussion of Publicity Mr. Sheehan announced that he will meet with Mr. Kenneth Duquette of Radio Station WESO to arrange for a series of radio-taped broadcasts to commence within a few weeks. The programs will be broadcast from Station WESO at a time to be announced on alternate Saturdays and Sundays. The purpose of the broadcast is to further publicize the facilities of the library.
4. Bookmobile Following a discussion of the advisability of obtaining a bookmobile as an added facility for the library, Mr. Sheehan agreed to see a contractor in Auburn who is familiar with the construction of the trailer attachment suitable for use as a bookmobile. Mrs. Tien stated that she expected to have a visit with the Auburn contractor and planned to discuss other aspects of the problem of conducting and operating a bookmobile.
5. Entrance to Children's Library Mr. Laliberte informed us that the architect has not completed the plans and has encountered several personal problems which have caused a delay.
6. Treasurer's Report Mrs. Tien presented the Treasurer's report in the absence of Mr. Mitchell, and the report was accepted as read.

7. Librarian's Report and Comments

Mrs. Tien reported that approximately \$1,700 is received annually by the Library as fines for overdue books, and as of this date, all of this money is turned over to the Town.

Mrs. Tien also stated that she wished to work on the Holiday, February 22, to clean the stacks and rearrange books which are out of place.

She announced that on February 6 there will be a meeting in Boston of the Institute of Public Libraries to discuss the State Aid to Public Libraries Legislation which is pending in the Legislature and is known as House Bill #2275. She is planning to attend this meeting.

On February 18 the Massachusetts Librarians' Association is meeting in Brookline and will take up the subject, "sensitive areas in book selection".

Mrs. Tien suggested considering the undertaking of microfilming old newspapers in the Library. Dr. Pioppi suggested that comparative figures on the cost of doing this work be obtained and that the subject matter be taken up at another meeting.

8. Preventing Acquisition of Easement in Use of Parking Lot in rear of Library on Foster Street

Mr. Laliberte raised the question as to whether the public might acquire a permanent right to use the land in the rear of the Library on Foster Street as a public parking area. After some discussion it was decided that at least once a year a chain would be placed across the entrance to the parking lot to prevent anyone from using it for a period of 24 hours.

9. Increase in Library Budget

Mr. Sheehan made a motion that an additional sum of \$1,000 be added to the Library Budget in future years and that this money be used to develop new projects and facilities for the Library. The motion was seconded by Mr. Edwards, and upon a Vote, it was passed.

10. Music Gift

Mr. Laliberte inquired as to what would be done about the proposed gift of music to the Library. A discussion brought out that the music was not needed as it was mostly for piano, and that there was no space available at this time. Mr. Sheehan moved that the Board decline to accept the gift and motion was seconded by Mr. Edwards, and was passed unanimously.

Meeting adjourned at 1:50 P.M.

John J. O'Shaughnessy, Secretary  
Board of Trustees

JACOB EDWARDS MEMORIAL LIBRARY

LIBRARY TRUSTEES MEETING

February 23, 1960

Present: N. W. Pioppi E. P. Sheehan E. D. Mitchell  
J. J. O'Shaughnessy

Invited: M. A. Tien, Librarian

Absent: O. J. Laliberte R. L. Fox J. K. Edwards

Meeting was held at the Cohasse County Club at 12:00 P.M.

1. Secretary's Report The Secretary's report of January 26, 1960 meeting was accepted as read.
2. Increase in Library Budget Mr. Mitchell suggested rescinding the Motion of Mr. Sheehan under Paragraph 9 of the January 26 meeting so that it might be provided that the Library would receive all of the money collected from fines for overdue books. Mr. Sheehan moved to rescind the Motion, and his motion was seconded by Mr. Mitchell, and the following Motion was then voted:  
That in the future the Finance Committee of the Town be approached to approve adding to the Library Budget an amount of money equal to that received throughout the year from fines.
3. Radio Program A discussion of the proposed radio program to publicize the facilities of the Library brought forth the information that no progress had been made along this line for the reason that Station WESO had recently moved its studio and was in a considerable state of confusion. Mr. Sheehan volunteered to discuss the matter further at an early date with Mr. Hamilton Stuart.
4. Bookmobile Mrs. Tien stated that a Miss Cahill of the Division of Library Extension was to meet with her and Dr. Pioppi on March 11 at 9:30 A.M. in the Library, at which time the matter of a Bookmobile would be discussed. Mr. Sheehan stated that he would wait until after this meeting before taking other steps to develop a bookmobile program.
5. Entrance to Children's Library Dr. Pioppi said that he had talked with Mr. Laliberte with regard to the completion of the architect's plan for the children's entrance. Mr. Laliberte informed him that it would still take time to complete the plans.

6. House  
Bill 2275

Dr. Pioppi reported that he had written to the State Senator and the Representative, soliciting their support of House Bill 2275, which would provide for State Aid to Libraries. He stated that they indicated they would favor this legislation. He also mentioned that the Secretary wrote to them.

7. Treasurer's  
Report

The Treasurer reported that the audit of his annual report had been completed the previous week and was found acceptable.

Meeting adjourned at 1:15 P.M.

John J. O'Shaughnessy, Secretary,  
Board of Trustees

JACOB EDWARDS MEMORIAL LIBRARY  
Library Trustees Meeting  
March 29, 1960

Present: R. L. Fox O. J. Laliberte N. W. Pioppi  
J. K. Edwards E. D. Mitchell J. J. O'Shaughnessy  
Invited: M. A. Tien, Librarian  
Absent: E. P. Sheehan

Meeting was held at the Hayseed Restaurant at 12:00 P.M.

1. Secretary's Report The Secretary's Report of the meeting of February 23, 1960 was accepted as read.
2. Radio Program Mrs. Tien reported that Mr. Sheehan had informed her that he had contacted Radio Station WESO with reference to a program advertising the facilities of the Library. Rev. Slater will shortly institute a musical program on Sunday afternoon of one hour's duration, and he will include notes and comments on the Library, and later will include taped book reviews.
3. Expansion of Library Mrs. Tien announced that Miss Alice Cahill will meet with her and Dr. Pioppi on Friday, April 1 to discuss the possible needs for expanding the facilities of the Library.
4. Treasurer's Report The Treasurer reported a balance of \$1,031 in the Treasury. His report was accepted.
5. Maintenance Mr. Laliberte reported that the lawn will be rolled and that arrangements would be made for spreading loam in the back of the building. He also stated that the flagpole should be painted.  
He said that he had not yet received a plan from the architect for the remodeling of the entrance in the children's library, but that he would call the architect at once and endeavor to obtain the plan for the Friday meeting with Miss Cahill.
6. Treasurer's Bond The Treasurer advised us that he is bonded for \$15,000, and the premium on the Bond is now nearly double what it was originally. In the discussion that followed, he suggested that the Bond be reduced. Mr. Laliberte moved that the Treasurer's Bond be reduced to \$5,000; the Motion was seconded by Mr. Edwards, and it was so voted. It was estimated that this will amount to a saving of about \$40 per year in premiums.

March 29, 1950 Meeting, Con'd

7. Insurance on  
Library

Mrs. Tien told the Trustees of a report of tests made by the Factory Mutual Insurance Company of the possibility of stacked books burning. The question arose as to how much insurance is carried and what the coverage amounts to. Dr. Pioppi designated the Secretary to check on the insurance coverage.

8. Library  
Week

Library Week is to begin April 3. Dr. Pioppi agreed to contact the Worcester County Electric Company and an electrician to arrange for flood-lighting the front of the Library for the week. Publishers Little, Brown & Co. donated four books to be given away in connection with the observance of Library Week. Mrs. Tien suggested that a registration drawing be conducted on Saturday. Library Week will be advertised through newspapers and radio coverage, and possibly from billboard-advertising.

9. Use of  
Library  
Rooms for  
Meetings

Mrs. Tien told us that the Southbridge Citizens' Committee for Puerto Rican Americans met in the children's room of the Library. A surprisingly large group attended, and she raised the question as to whether they should be allowed to conduct their meetings there.

On motion duly made and seconded, it was voted not to allow regular meetings because it was the general policy of the Library not to favor special groups.

Meeting adjourned at 1:30 P.M.

John J. O'Shaughnessy,  
Secretary  
Board of Trustees.

JACOB EDWARDS MEMORIAL LIBRARY  
Library Trustees Meeting  
April 26, 1960

Present: N. W. Pioppi                    E. D. Mitchell                    O. J. Laliberte  
          R. L. Fox                         J. K. Edwards                    J. J. O'Shaughnessy

Invited: M. A. Tien, Librarian

Absent: E. P. Sheehan

Meeting was held at the Hayseed Restaurant at 12:00 P.M.

1. Secretary's Report      The Secretary's Report of the meeting of March 29, 1960 was accepted as read.
2. Treasurer's Report      The Treasurer's Report was accepted as read; Treasurer added that there were expenses of \$8,000, which would indicate an expenditure of \$1,000 more than the expenditure of a year ago at this time. He added, however, that he expected that the expenses for the balance of the year would not exceed the average yearly overhead.
3. Insurance      The Secretary gave a report about insurance coverage. He was instructed to make inquiry about a \$400,000 coverage that appeared in the report from Mr. Bouvier.
4. Library Expansion      Mr. Laliberte discussed the possibility of building a second floor in the library by way of enlarging the facilities and suggested that it might be possible to add a complete floor or a balcony-type floor so as to allow a clear space from the present first floor to the present ceiling. After a discussion, it was decided to await Miss Cahill's report on possible library expansion.
5. Librarian's Report      Mrs. Tien reported that there is a shortage of current popular books, and she suggested having a 200-book McNaughton Plan instead of 100 <sup>basic inventory</sup> ~~per month~~. Mr. Mitchell suggested that the librarian determine the cost of the 200-Plan for discussion at a further meeting; Mrs. Tien further reported that the Massachusetts Library Association would meet in May, and she planned to attend the meeting.  
She further reported that there was an increase in circulation over one year ago of about 3,000 books.

Meeting adjourned at 1:35 P.M.

John J. O'Shaughnessy, Secretary  
Board of Trustees

JACOB EDWARDS MEMORIAL LIBRARY  
Library Trustees Meeting  
May 24, 1960

Present: N. W. Pioppi      E. D. Mitchell  
          R. L. Fox         O. J. Laliberte

Invited: M. A. Tien, Librarian

Absent: E. P. Sheehan, J. K. Edwards, J. J. O'Shaughnessy

The meeting was held at the Hayseed Restaurant 12:00 noon.

1. Secretary's Report      The Secretary's Report of the meeting of April 26, 1960 was accepted as corrected.
2. Treasurer's Report      The Treasurer's Report was accepted as read.
3. Posting Meetings      Mrs. Boyer, Town Clerk, said that according to state law the Library Trustee Meetings should be posted at the Town Hall in advance. The Secretary is requested to add her name to the list of persons sent notices of the meetings to accomplish this.
4. Art Exhibit      The Brimfield Art Group will have an exhibit of their paintings at the library in early June.
5. May of Borrowers      Edward Zuiss will undertake on his own time, as a service to the library, to make a map showing the location of our registered borrowers. This is in preparation for planning whether bookmobile services would be practical in Southbridge.
6. American Library Association      The librarian will attend the annual convention in Montreal June 19 - 25. The Board of Trustees agreed to advance expense funds.
7. Meeting Date      The next meeting has been set for Tuesday, July 5, rather than in June, in order to have a report on the ALA conference in Montreal.
8. Library Meetings      The librarian was unable to attend Massachusetts Library Association but did attend a special meeting in Holden devoted to library service to young adults.

Mary Anna Tien, Librarian  
Secretary Pro. Tem.



JACOB EDWARDS MEMORIAL LIBRARY

Library Trustees Meeting

July 5, 1960

Present: N. W. Pioppi                      E. P. Sheehan                      O. J. Laliberte  
          E. D. Mitchell                     J. J. O'Shaughnessy

Invited: M. A. Tien, Librarian

Absent: J. K. Edwards                    R. L. Fox

Meeting was held at Favreau's Restaurant at 12:00 noon.

1. Secretary's Report

The report of Mrs. M. A. Tien, secretary pro tem of the meeting of May 24, 1960, was read and accepted.

2. Treasurer's Report

The Treasurer's Report was read and accepted. It was noted that the fines increased by about \$250 over the previous year.

3. Bookmobile & Radio Program

Mr. Sheehan commented on the Bookmobile and pointed out that there is a need for greater circulation of books than is presently provided for. It was noted that we presently service an area of approximately two miles beyond the Town limits.

Mr. Sheehan also reported that the radio program was started a few weeks previously and that it may be heard at 5:00 P.M. on Sundays over Radio Station WESO. He further stated that plans called for taped recordings of future talks pertaining to the Library.

4. Librarian's Report

Mrs. Tien reported on the Convention which she attended in Montreal and gave an interesting description of her impressions.

Mrs. Tien also reported that Miss Rowley is ailing and should be replaced temporarily. A discussion ensued relating to her continued employment and compensation, in the course of which the secretary moved that she be retained on the payroll until the next regular meeting of the Trustees. The Motion was seconded, but amended to read that Miss Rowley be retained on the payroll until August 1, 1960. The Motion was carried in this form.

Mrs. Tien further reported that she was in need of extra help at the Library. Mr. Mitchell observed that it would be necessary to cut the budget. After a discussion, it was agreed that Mrs. Tien be authorized to obtain extra help and that she use her own judgment in readjusting her budget.

Mrs. Tien informed us that in the course of the Convention at Montreal, she obtain some helpful information relating to the operation of book-mobiles, library services to the blind, and unrestricted literature for high school students. She stated that she is not in favor of unrestricted literature for high school students, and Dr. Pioppi noted his accord.

5. Insurance

Dr. Pioppi requested that Mr. Laliberte review the insurance on the Library with Mr. Bouvier during the summer, with particular reference to the effect the installation of a sprinkler system would have on the insurance rate.

6. Publishing  
Notice of  
Trustees'  
Meeting

In answer to a notice sent to Mrs. Tien by the Town Clerk advising that notice of Trustees' Meetings should be published in advance of the meeting to conform with the new "Open Meeting" Law, the secretary reported that after conferring with the Town Counsel, it was decided that the meetings of the Library Trustees do not come within the provisions of this Law.

7. Special Meeting

Dr. Pioppi suggested that all Trustees read Miss Cahill's report so that each would be prepared to discuss it at a special meeting to be held in the fall.

It was agreed that the next meeting would be held in September.

Meeting adjourned at 1:40 P.M.

John J. O'Shaughnessy, Sec'y,  
Board of Trustees.

JACOB EDWARDS MEMORIAL LIBRARY  
Library Trustees Meeting

September 27, 1960

Present: N. W. Pioppi            O. J. Laliberte            R. L. Fox  
          E. D. Mitchell            John J. O'Shaughnessy

Invited: M. A. Tien, Librarian

Absent: J. K. Edwards            E. P. Sheehan

Meeting was held at Hayseed Restaurant at 12:00 noon.

1. Secretary's

Report            The Secretary's Report of the meeting of July 25, 1960 was read and accepted.

2. Treasurer's

Report            The Treasurer's report was read and accepted. The Treasurer noted that the expenses for the first eight months of 1960 exceeded those for the similar period in 1959 by \$598. He further observed that the budget for the current year is \$750 higher than it was for the previous year. The fines for the first eight months of 1960 were \$1,375, as compared with \$1,149 for the same period of 1959.

3. Maintenance

Report            Mr. Laliberte reported that work to be done on the boiler will involve about \$50 expense. Mr. Laliberte also reported on the result of his investigation of installing sprinklers in the Library, and expressed the opinion that the cost of installing sprinklers would exceed the possible reduction in insurance premiums. He stated he would give a more detailed report later.

4. Discussion  
of Librarian's

Report            - Mrs. Tien stated that the heads of Town Departments were to meet with the Selectmen the following evening and that she planned to attend.\* She also announced that she would send mimeographed notices to all the high schools to instruct high-school students in the proper use of the library facilities. The notice also included a List of motion picture films that may be rented.\* Mrs. Tien introduced the question relating to the money obtained from borrowers for reimbursement of lost books. The Secretary advised that the money must be turned over to the Town Treasurer, but that this money can be transferred from the Excess & Deficiency Account at the end of the year to the Library Account. Dr. Pioppi suggested that we go to the Finance Committee to obtain their approval of the transfer of this money to the Library Account, and also to ask them to endorse a change in the Library Budget which would require the Town to support the Library so that we might use the money from the Fund to provide for improvements to the capital outlay items of the Library.

Jacob Edwards Memorial Library  
Trustee Meeting - Sept. 27, 1960  
-Cont'd

Mr. Mitchell suggested that each member obtain copies of the Cahill Report and meet to discuss the development of a long-range plan for the improvement of the Library which could be presented to the Town. After a further discussion, it was decided to hold a Special Meeting at the Library at 7:30 P.M., Friday, October 14.

Mrs. Tien spoke of the necessity of obtaining a Children's Librarian and Mr. Mitchell suggested talking to Mrs. Hazelton about giving her some assistance with a view to later having this person become the Children's Librarian.

Mrs. Tien also announced that she has filed an application for the Dorothy Canfield Fisher Award, the First Prize of which is \$1,000. She circulated film schedules for the children's library among the Boy & Girl Scout troops.

Mrs. Tien announced that Miss Rowley returned to work about ten days before the August 1 deadline.

Meeting adjourned at 1:30 P.M.

John J. O'Shaughnessy, Secy'  
Board of Trustees

\* corrected. See minutes of Oct. 25th meeting, Secretary's Report.

JACOB EDWARDS MEMORIAL LIBRARY

Library Trustees'

SPECIAL MEETING

October 14, 1960.

Meeting held at Jacob Edwards Memorial Library at 7:30 P.M.

Present: N. W. Pioppi                      O. J. Laliberte                      R. L. Fox  
          E. D. Mitchell                     J. J. O'Shaughnessy

Absent: E. P. Sheehan                    J. K. Edwards

Invited: M. A. Tien, Librarian

This Special Meeting was held to discuss the Cahill Report. It was generally agreed that the Department should be commended for the report of Miss Cahill.

Discussion of Item 1, Page 6 of the report entitled, "More Adequate Financial Support from the Town".

Mr. Mitchell states that we shouldn't expect to obtain more financial support from the Town unless we have a program for development of the Library.

Mrs. Tien informed us that a Children's Librarian must have a Master's Degree, and that such librarians are in great demand. She also stated that the starting salaries ranged from \$3,800 to \$4,500, per year.

Dr. Pioppi suggested that we seek to get an assistant librarian who could be trained to take charge of the children's library. After a discussion, it was voted that Dr. Pioppi and Mrs. Tien take the necessary steps to select an assistant Librarian as soon as possible. Mr. Mitchell agreed to write to Mr. Philip McNiff to determine the current library pay-rates.

Discussion ensued about the Book Budget and it was noted that the Book Budget has not been increased in several years, although the cost of new books has risen considerably. Dr. Pioppi suggests that we should appeal to the Town for a 50% increase in the Book Budget.

This was followed by a general discussion of the physical plant of the Library, and the general impression is that it is more or less adequate and does not need immediate attention.

The question of the Bookmobile was brought forward, and Mrs. Tien informed us that Mr. Edward Zuiss is engaged in making a survey of the community to determine the need of the services of a Bookmobile in outlying areas.

The Report referred to the microfilming of old newspapers which are on file in the Library, and Mrs. Tien reported that this entire matter is under consideration. She also informed us that she is attempting to obtain new estimates for new drapes.

The Special Meeting adjourned at 9:15 P.M.

John J. O'Shaughnessy, Sec'y  
Board of Trustees

Minutes of Meeting of Trustees,  
Jacob Edwards Memorial Library

October 25, 1960  
Hayseed Restaurant, 12:00 noon.

Present: E. D. Mitchell; Oswald Laliberte; Jacob K. Edwards;  
Nerio W. Pioppi, M.D., Chairman; Robert L. Fox;  
E. P. Sheehan; J. J. O'Shaughnessy

Absent: None

Invited: M. A. Tien, Librarian

1. Secretary's Report

The Secretary's report of the September 27th meeting was read and corrected to read that the films referred to in the report are loaned without charge, and also corrected to read that the Librarian had not planned to attend the meeting of the Department Heads of the Town as erroneously stated in the report. As corrected, it was accepted.

2. Treasurer's Report

The Treasurer reported that \$2,600 has been drawn from the fund up to this time, as against \$2,000 for last year. The balance in the trust fund as of this date is \$3,482.75. The receipts from fines are increasing, and will possibly reach \$1,800.

On motion duly made and seconded, the Treasurer's Report was accepted.

3. Request for Transfer of Funds

The Secretary was requested to notify the Selectmen that the Trustees wish to submit an Article in a warrant for a Town Meeting for transfer of the amount of money in the Excess & Deficiency Account which was received from the payment of fines and from lost-books reimbursement.

4. Maintenance Report

Mr. Laliberte reported that two limbs were cut from trees which over-hung the adjoining property.

He suggested that more shelf-space be built downstairs where the filing cabinets are presently located so that items which are presently stacked on the floor, such as cookbooks, jars and so forth, might be properly placed on the shelves. He further suggested that possibly the Trade School could build the shelves at a very nominal cost to the Library. Doctor Pioppi designated Mrs. Tien and Mr. Laliberte to make these arrangements.

Continuing his report, Mr. Laliberte stated that the best estimate which he could obtain for the installation of a sprinkler system is from \$7,000 to \$8,000, and he observed that the installation of a sprinkler system would not save the Town that amount of money in reduced insurance premiums. Mr. Mitchell

Library Trustees' Meeting 10/25/60  
Continued

suggested that the Trustees discuss the matter further with the Finance Committee.

5. Librarian's Report

Mrs. Tien stated that the Library is in need of a new 5' X 8' flag for the outside flagpole, and Mr. Fox suggested that Mrs. Rose Shepard be contacted about obtaining a flag to replace the one which is very worn and patched. He further agreed to talk with Mrs. Shepard.

Mrs. Tien reported that she had been in touch with a dealer who would be willing to come to the Library to pick up old books for a nominal fee, but Mr. Mitchell advised against the Library acting as a clearing house for this type of project.

Mrs. Tien then reported on the microfilming of old newspapers and said that if we did the work ourselves, it would cost approximately \$398, but if we engaged a professional concern to do the work, the cost would be approximately \$720. This work would cover all of the old back files and an additional cost of approximately \$50 a year would cover the current files.

Mr. Mitchell suggested that the money for the back file work be drawn from the fund, and that the annual cost be allocated to the Town Budget. Doctor Pioppi added that the money for the viewer should also be obtained for the fund. No conclusive action was taken on either suggestion and meeting adjourned at 1:40 P.M.

John J. O'Shaughnessy, Sec'y,  
Board of Trustees.

Minutes of the Trustees, Jacob Edwards Memorial Library  
November 22, 1960  
Hayseed Restaurant, 12:00 noon

Present: E.D. Mitchell, Oswald Laliberte, Jacob Edwards, Robert Fox  
and Dr. Merio Pioppi, Chairman

There was no secretary's report.

Treasurer's report was read and accepted.

**Building:** Oswald Laliberte reported that he and Mr. Benoit of Cole Trade High visited the library to determine what supplementary shelving and cupboards were needed. Cole Trade students will build this equipment, the library paying for the materials used. Mr. Laliberte also said he would arrange for the Christmas decorations to be installed; the Board agreed that they liked the lighted door garlands that have been used in the past.

**Flag:** Robert Fox said that a 5 x 9 flag has been ordered for us by Mrs. Rose Shepard of the Women's Relief Corps, the flag to be a gift from that organization.

**Fines;** As of January 1, 1961, the Board recommended that the <sup>overdue</sup> fines be increased to 4 cents per day per book for adults and 2 cents per day per book for children. The librarian suggested that use of the outside book drop be discontinued due to its abuse by many persons who leave overdue books and never pay fines. There is no staff time to follow up unpaid fines.

**Open Meeting:** The Chairman read a notice from Harold Peterson, Town Counsel, that all town boards must post notice of meetings and make them open.

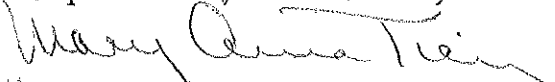
**State Aid:** The new law passed November 3 was discussed. Mr. Fox will have copies made for individual members. Question arose about method of distributing funds, whether directly to libraries or to town government. This remains to be clarified.

**Microfilm:** Frank McNitt of the Southbridge Evening News was enthusiastic about project of microfilming back files of newspapers and said News would contribute filming of their back file and would donate as well if there were a fund raising. Plans tabled until availability of State Aid Funds clarified.

**Draperies:** Estimate received from Phil's Upholstery Shop. Will be included in 1961 budget.

**December Meeting:** Mr. Mitchell suggested that the December budget meeting be held on December 13 at the Country Club at 11:45 to insure a quiet place for discussion. The Board agreed that more time and privacy were needed for this meeting.

Respectfully submitted,



Mary Anna Tien  
Secretary Pro Tem