

JACOB EDWARDS MEMORIAL LIBRARY  
SOUTHBRIDGE, MASSACHUSETTS 01550

July 11, 1972

To the Trustees of the Jacob Edwards Memorial Library:

This is a report on my attendance at the Annual Meeting of the American Library Association in Chicago, June 26 to July 1. My accommodations were unfortunately a bit removed from the centers of activity, but even these were divided between two hotels, the Conrad Hilton and the Palmer House, not to mention other hotels where meetings were held.

ALA has become very complex. There were 58 Pre-Conference meetings, 174 open meetings, and 592 committee meetings (some of them closed). I tried to attend as many meetings as possible, and also to visit as many of the nearly 500 exhibits as I could, choosing those which would be of chief interest to us.

Perhaps the most interesting meeting which I attended was the General Session. After greetings from various dignitaries, ranging from President Nixon, the Secretary of Health, Education and Welfare, Mayor Daley, down to the Librarian of the Chicago Public Library, and the award of citations to two library trustees, we had an address by Norman Cousins, formerly Editor of the Saturday Review, and now Editor of a new publication, World, to which we should probably subscribe. It is devoted to world peace, ecology, and related subjects. If and when it is published, I shall make it available for your perusal.

I talked with a large number of librarians from all types and sizes of libraries. Among them was Emerson Greenaway, recently retired as Librarian of the Free Library of Philadelphia. When he was Head Librarian of the Worcester Public Library he made a survey of the Jacob Edwards Memorial Library. This would have been in the early 1940s.

I also attended two meetings of the Planning Committee of the Resources and Technical Services Division, of which I was Chairman of the Organizing Committee and the first President. Our meetings were largely devoted to a revision of the Goals for Action of this Division. When these are finally developed, I shall make them available to you.

I toured the exhibits thoroughly, looking especially for materials which might contribute to our summer reading program. Fortunately I was able to obtain several posters which may be useful in our Children's Room. In addition, I sent back to the Library a large collection of catalogs and other material, from which we can augment our collection in the areas where we are lacking in material. In fact, we have already ordered several books on New England, where we need to supplement our holdings.

In the course of my visiting exhibits, I was asked to examine the new foreign language edition of the Public Affairs Information Service. Prior to its publication I was consulted by the Chairman of the Committee, John Fall. This is not something which we need, but I feel obligated to respond to Mr. Fall, and this I will do on my own time. I was also asked by the Forest Press, publishers of the Dewey Decimal Classification, to comment on our experiences with the new Abridged Edition. This I will do after consultation with Mrs. Canavan. I think that it is a credit to our Library that we should be asked to make these comments and observations.

One sad note came from the Conference. The death of Verner W. Clapp, former Acting Librarian of Congress, for some years President of the Council of Library Resources, and President of the Forest Press. He was one of the great librarians of our time, and his death represents a grievous loss to the profession. (I enclose a tribute from the Library of Congress Information Bulletin).

In conclusion, I would say that representation at the ALA Conference is good for our Library. I do not believe that attendance every year is necessary, but I think that it was good to have us represented this year. I recommend that we have representation at the New England Library Association meeting each year, as we can meet with librarians from communities like ours and exchange ideas.

Respectfully submitted,

*Edwin B. Colburn*

Edwin B. Colburn  
Head Librarian

expects to stay in the state until he may be called by July, he said.

11/10/72 Wed Oct 25 1972

# B. Colburn, Librarian, Dies



**EDWIN B. COLBURN**

Prior to coming to South-bridge, he was senior vice-president of the H.W. Wilson Publishing Company of New York, N.Y., for 15 years where he worked on the Reader's Guide to Periodic Literature.

His professional activities included positions as member of the American Library Association's Program Evaluation and Budget Committee, president of the Resources and Technical Services Division, vice-president of the Reference Services Division, executive secretary of the Division of Cataloging and

Trinity Church with the Rev. Edward M. Cobden, rector, and the Rev. C. Gordon Stone, pastor of the Central Baptist Church, officiating.

Committal services for the immediate family will be held at the Arlington Cemetery, Arlington.

There are no calling hours. The Williams Funeral Home is in charge of arrangements.

In lieu of flowers, the family requests contributions in his memory be made to the Angell Memorial Hospital, 180 Longwood Ave., Boston.

Regular Monthly Meeting of the Trustees

JACOB EDWARD MEMORIAL LIBRARY

October 31, 1972

The meeting was held at 12:00 noon in the Pioppi Room of the Library.

Present: Chairman Robert B. Muenzberg  
Mr. Albert DiGregorio  
Mr. Raymond Lenti  
Mr. Edgar V. Lewis  
Mrs. Mary Jane Pioppi  
Mrs. Evelyn Petrelli, Acting Librarian  
Mr. Neal D. Hannon

Mr. Hannon explained the Southbridge Redevelopment Authority's plan to exchange the present Duffy land at 22 Foster Street for a wedge piece of Library land in order to widen Foster Street and to create a more useful parking area. A copy of the October 17, 1972 letter from the Redevelopment Authority is included with this report. The right of the Library Trustees to relinquish legal title of the land involved on an understood temporary basis is being referred by Chairman Muenzberg to the Redevelopment Authority's Legal Adviser Walter Snyder. A copy of this request is to be sent Attorney John O'Shaughnessy.

General opinion of the Trustees present: If legal questions are resolved and land reverts back to Library without changing the intent of the original request, then Library Trustees would likely vote in favor.

Mr. Hannon was then excused.

A first draft of the Secretary's report for the meeting of September 26, 1972 was accepted as read but request was made that notes should be typed for the formal record.

Treasurer's Report was postponed to the next regular meeting.

D.&D. Welding Company has been asked to inspect and advise on the matter of welding the broken metal fence post at driveway entry. If cost is reasonable, Mrs. Petrelli is empowered to have the work done.

Voted to accept T.P. Morin's bid at \$415.00 to paint exterior trim etc. as per his contract dated September 26, 1972.

Chairman Muenzberg named a sub-committee to work out the Library Budget before the next meeting. This budget to be for up to eighteen months in order to comply with the proposed change by the Town to a new fiscal year.

Sub-committee members : Mr. Albert DiGregorio  
Mr. Ellsworth Mitchell  
Mr. Robert Muenzberg

It was noted that the LaRoche Electrical Company has not as yet installed a new Master Switch. They will be contacted again.

Town Tree Warden Chester Maska has removed a dead tree on the Foster Street side. Mrs. Evelyn Petrelli will replace it with a free tree from the Town.

The second telephone is still under question. A log on the use of two 'phones will be kept for another month before a decision is made.

The untimely death Tuesday October 24, 1972, of Mr. Edwin B. Colburn, our Librarian, was noted by individual expressions of all present.

Copies of the Southbridge Evening News story and editorial concerning Mr. Colburn are made a part of this report.

Chairman Muenzberg sent flowers to the home of Mrs. Colburn in the name of the Trustees.

Trustees favor a gift to the Library in the form of Books on Animals (his favorite subject) as a memorial to Mr. Colburn.

A \$10.00 donation from each Trustee will defray expense for flowers and books.

Mrs. Pioppi will seek to get assistance within the Colburn family to assure that correct avenues of advice will be made available to Mrs. Edwin Colburn.

Mrs. Evelyn Petrelli will be the Acting Librarian.

The Librarian position will be advertised with an explanation on Mr. Colburn's untimely death. Mr. Muenzberg and Mr. Lenti have agreed to contact The Bureau of Library Extension, Department of Education for the State requesting their active assistance in procuring a Librarian.

Mrs. Petrelli's request for assistance approved and the job specification may be detailed for as much as 37½ hours a week.

Meeting adjourned at 1:32 P.M.

Respectfully submitted  
Raymond Lenti  
Secretary Pro-tem



(617) 765-5244

SOUTHBRIDGE REDEVELOPMENT AUTHORITY  
TOWN HALL 41 ELM STREET  
SOUTHBRIDGE, MASSACHUSETTS 01550

LAURENT E. McDONALD, CHAIRMAN  
STANLEY R. MOTYKA, VICE CHAIRMAN  
ALBERT J. LANGEVIN, SECRETARY  
RICHARD R. LAVALLEE, TREASURER  
CHARLES E. PELOQUIN

NEAL D. HANNON  
EXECUTIVE DIRECTOR

October 17, 1972

Mr. Robert B. Muenzberg, Chairman  
Jacob Edwards Library  
Board of Trustees  
236 Main Street  
Southbridge, Massachusetts 01550

Dear Mr. Muenzberg:

As was indicated at a meeting held with the Library Board of Trustees on April 25, 1972, the Southbridge Redevelopment Authority has included in its plans for the Central Business District Urban Redevelopment project the taking of a small parcel of land, controlled by your Board, for the purpose of widening Foster Street.

Our final acquisition plan shows this parcel totalling 605 square feet.

The Authority is proceeding on the basis that the property presently owned by Mrs. Helen Duffy at 22 Foster Street will be donated to the Library in exchange for the land to be taken for street widening.

On another matter concerning Library-held land, the Authority has indicated in its plans that the so-called "Library parking lot" would be developed as a public parking facility, without any affect on the deed bequest of the Edwards family. The improvements to be made to the parking lot would include grading and surfacing the lot.

However, the costs to perform this work under the redevelopment project are only eligible if the Authority has title to the property. Otherwise, the full costs of the reconstruction would fall to the Town.

In an effort to make these costs eligible under our program, we propose that the Library Board of Trustees transfer title of the parking lot to the Authority, stipulating that upon completion of the proposed work it will be transferred back to the Library Trust at no fee.

Mr. Robert B. Muenzberg, Chairman  
Jacob Edwards Library  
Board of Trustees

2.

It would seem that an examination of the bequest must be made in order to determine the legality of such a transfer.

I will be pleased to meet with your Board at your convenience to discuss further our proposal.

Sincerely,



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Neal D. Hannon  
Executive Director

NDH:sjs



Regular Monthly Meeting of the Trustees

JACOB EDWARD MEMORIAL LIBRARY

November 27, 1972

The meeting was held at 12:00 noon in the Pioppi Room of the Library.

Present: Chairman Robert B. Muenzberg  
Mr. Albert DiGregorio  
Mr. Edgar V. Lewis  
Mr. Raymond Lenti  
Mr. Ellsworth Mitchell  
Mrs. Mary Jane Pioppi  
Mrs. Evelyn Petrelli, Acting Librarian  
Mr. John J. O'Shaughnessy

The minutes of the meeting of October 31st which were prepared by Mr. Raymond Lenti, Secretary Pro-tem, were read and accepted as read.

Mr. Mitchell gave a preliminary draft report of the budget for the forthcoming year and listed an item for the replacement of equipment in the sum of \$925.00 and a new Sysdac machine for \$500.00, shelving for \$75.00, a standup fan for \$75.00 and a general item for \$17,000.00 and also reported that there was nothing to give for salaries at this time until the Board hears from the Town Personnell Board. Mr. Mitchell further stated that giving an estimate for salaries was meaningless because of the change in the fiscal year schedule. He further reported that it appeared that the budget for the year would be \$21,410.00 and for last year, it was \$19,395.00 which however, included an item of \$700.00 for possible moving expenses in the event of the employment of a new librarian.

Discussion took place about the acquiring of a storage building and a suggestion was made that perhaps the trade school could put up an attractive building. The Building Committee also reported that the fence post has been welded and that it is a first class job. The LaRochele Electrical Company has installed the master switchboard.

Mrs. Petrelli reported on the use of the proposed additional telephone and gave the opinion that she doesn't feel it is needed.

Following her report, Mr. DiGregorio moved to discontinue the additional telephone and the motion was seconded and passed.

It was also moved and seconded that the acting librarian's salary be the same as the May scale and be made retroactive to October 31, 1972. She further reported that the painting contractor, Mr. Morin will do the necessary painting in the spring.

Under new business, the Chairman reported that he and Mr. Lenti went to Boston and had a conference with the Supervisor of Field Services, a Miss Price, who was of the opinion that our state aid for 1973 would not be affected notwithstanding our not having a fully accredited librarian. She further indicated to Mr. Muenzberg and Mr. Lenti that it might be questionable as to whether it would be restored for three more years. In the course of her discussion with them, she indicated that Southbridge is in line with other communities of our size, salary-wise. She further gave Mr. Muenzberg the names of six possible applicants for the job of head librarian and Mr. Muenzberg wrote to them and one has responded. Mr. Muenzberg also answered Mr. Robinton's call and learned that he is now retired and might possibly be still interested. He was not one of the six names supplied by Miss Price.

Mrs. Petrelli and Mrs. Little visited Mrs. Colburn and viewed the animal books which was his collection and recommend as a suitable gift a book on dogs. She further reported that Mrs. Canavan will work two nights a week to catch up with the cataloguing. There has recently been quite a few gifts of books received by the Library.

The meeting adjourned at 1:32.

John J. O'Shaughnessy, Secretary

REGULAR MONTHLY MEETING OF THE TRUSTEES

JACOB EDWARDS MEMORIAL LIBRARY

December 27, 1972

The meeting was held at 12:00 noon in the Pioppi Room of the Library.

Present: Chairman Robert B. Muenzberg  
Mr. Albert DiGregorio  
Mrs. Mary Jane Pioppi  
Mr. Raymond Lenti  
Mr. Ellsworth Mitchell  
Mrs. Evelyn Petrelli, Acting Librarian  
Mr. John J. O'Shaughnessy

The Secretary's report of the meeting of November 27, 1972 was read and accepted with a correction.

The Treasurer's report was read and accepted.

Mr. Mitchell reported that he had heard from the Personnel Board and learned that an 8% increase in salaries across the board was likely and could be worked out so that it would cover the 18 month new fiscal program. Under the 18 month program, the salary budget would be \$76,430.00 as against \$55,038.00 for 12 months. Mr. DiGregorio commented on the fact that wage increases cannot be more than 5.5% in any one year. Mr. Muenzberg commented on a recent news release which appeared to explain the matter under existing regulations. After some discussion, it was agreed by the Board that we would wait until further word from the Personnel Board.

Under further discussion it was pointed out that the salary account built up last year because it was assumed that the early part of the year, the librarian was expected to arrive in March and would have commenced receiving his salary at that time. However, the new librarian didn't commence work until June and accumulated uncollected salary will go back to the Town.

Reference was made to a letter from Mr. Swiacki regarding the tree abutting the Library property and his parking lot and he has indicated that he is willing to have some of our branches trimmed by the Soper Landscape Company and that he, Mr. Swiacki, would assume the expense. Mr. Lenti raised the question indicating that some of the janitorial work appears to be under par and that certain areas are not kept as clean as possible and suggested that perhaps Mr. Savary should be restricted to janitor work alone and a further suggestion was made that this be tabled for discussion at a later time.

Mr. Muenzberg read a thank-you letter from Mrs. Colburn. Mr. Muenzberg further advised that the advertisement for a new librarian for our library has appeared in the Library Journal and he is getting some responses.

Mrs. Petrelli reported that the copying machine is being used quite actively and is actually making some money.

The meeting adjourned at 1:10P.M.

John J. O'Shaughnessy, Secretary

9.034

JACOB EDWARDS MEMORIAL LIBRARY  
STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 1972

Cash balance, January 1, 1972 \$ 789.86

Receipts:

Town appropriation	\$	57,636.00
Edwards Trusts		13,909.62
Book Fines		2,667.14
Transferred from Reserve for Building		
Repairs and Improvement		2,500.00
Mynott Fund interest		52.56
For Colburn Memorial books		50.00
For Lost cards		36.00
Gift of League of Women Voters		<u>15.00</u>

76,866.32  
77,656.18

Disbursements:

Payroll		48,030.45
Books and periodicals		12,415.10
Book repairs		36.60
Films and records		153.17
Staff and office expenses		3,277.86
Heat, light and sundry expenses		4,656.83
Building repairs and maintenance		2,086.34
Grounds maintenance		278.03
Equipment		<u>270.00</u>

Total expenses 71,204.38

Transferred to Town:

Book fines	\$	2,697.14
Return to E & D		<u>3,331.21</u>
Acc't		<u>6,028.35</u>

77,232.73

Cash balance, December 31, 1972 \$ 423.45

Represented by:

Trustees' Cash	\$	371.52
Mynott Fund interest balance		<u>51.93</u>
		<u>\$ 423.45</u>

JACOB EDWARDS MEMORIAL LIBRARY  
RESERVE FOR BUILDING REPAIRS AND IMPROVEMENTS

Balance, January 1, 1972	\$ 21,783.73
Add:	
Interest earned	<u>1,122.46</u>
	22,906.19
Deduct:	
Amount transfered to operating account	<u>2,500.00</u>
Balance December 31, 1972 on deposit, Southbridge Savings Bank	\$ <u>20,406.19</u>

PILSUDSKI CLUB BOOK FUND

Balance January 1, 1972	\$ 249.05
Add:	
Interest earned	13.37
	<hr/>
Balance December 31, 1972 on deposit, Southbridge Savings Bank	\$ <u>262.42</u>

ROBBINS MEMORIAL FUND

Balance, January 1, 1972	\$ 1,718.89
Add:	
Interest earned	\$ <u>91.50</u>
	1,810.39
Deduct:	
Cost of books purchased	38.02
	<hr/>
Balance, December 31, 1972 on deposit, Southbridge Savings Bank	\$ <u>1,772.37</u>

PIOPPI MEMORIAL BOOK FUND

Balance, January 1, 1972	\$ 319.40
Add:	
Interest earned	<u>16.23</u>
	335.63
Deduct:	
Painting Pioppi Room	<u>44.02</u>
	\$ <u>291.61</u>