

Transcription of :

TRUSTEES OF THE JACOB EDWARDS LIBRARY MEETING MINUTES

JANUARY 21, 1986

Call to order: 12:03 p.m.

Present: Lenti, Dumas, Morrill, Mills, and Latham.

Secretary: Morrill moved the minutes of the December 23, 1985 meeting be accepted as written. Mills seconded. So voted.

Treasures: Dumas reported on the status of the FY'86 budgetary expenditures, and local trust investments. Mills moved the report be accepted as reported. Morrill seconded. So voted.

Latham distributed to the Board his proposed FY'87 operating budget and capital improvement plans. After considerable discussion, Mills moved the proposed budget be accepted for submission to the town manager as presented by Latham. Morrill seconded. So voted.

Mills moved that the Board allocate \$17,000 from trust income as a grant to the Town of Southbridge in support of the library operation. The Board acknowledged that this is the sum the Board has given to the town for the past five years. Morrill seconded. So voted. Latham explained that the Town will deduct the Board's grant and state aid monies (\$8,332.50) from the total departmental budget appropriation.

Latham reported that the "Globe Village" painting would be shipped to the Corcoran Gallery in the next couple of months, and would open at the Wadsworth Atheneum in Hartford on September 21, 1986. The Board generally agreed that it might be enjoyable to dedicate our September meeting (Tuesday the twenty-third) to traveling to Hartford to tour the exhibition.

The meeting adjourned at 12:48 p.m. The next meeting will be February 25, 1986 at the library.

TRUSTEES OF THE JACOB EDWARDS LIBRARY
MEETING MINUTES
JANUARY 21, 1986

Call to order: 12:03 p.m.

Present: Lenti, Dumas, Morrill, Mills, and Latham.

Secretary: Morrill moved the minutes of the December 23, 1985 meeting be accepted as written. Mills seconded. So voted.

Treasurer: Dumas reported on the status of the FY'86 budgetary expenditures, and local trust investments. Mills moved the report be accepted as reported. Morrill seconded. So voted.

Latham distributed to the Board his proposed FY'87 operating budget and capital improvement plans. After considerable discussion, Mills moved the proposed budget be accepted for submission to the town manager as presented by Latham. Morrill seconded. So voted.

✠ Mills moved that the Board allocate \$17,000 from trust income as a grant to the Town of Southbridge in support of the library operation. The Board acknowledged that this is the sum the Board has given to the town for the past five years. Morrill seconded. So voted. Latham explained that the Town will deduct the Board's grant and state aid monies (\$8,332.50) from the total departmental budget appropriation.

Latham reported that the "Globe Village" painting would be shipped to the Corcoran Gallery in the next couple of months, and would open at the Wadsworth Atheneum in Hartford on September 21, 1986. The Board generally agreed that it might be enjoyable to dedicate our September meeting (Tuesday the twenty-third) to traveling to Hartford to tour the exhibition.

The meeting adjourned at 12:48 p.m. The next meeting will be February 25, 1986 at the library.

22W 19860121

7101 19860121

TRUSTEES OF THE JACOB EDWARDS LIBRARY
MEETING MINUTES
FEBRUARY 25, 1986

Call to order: 12:03 p.m.

Present: Lewis, Pioppi, VanVooren, Morrill, Mills, and Latham.

Secretary: Morrill moved the minutes of the January 21, 1986 meeting be accepted as written. Mills seconded. So voted.

Treasurer: In the absense of the Board treasurer, Latham reported on the status of funds locally invested. Morrill moved the report be accepted as presented. Mills seconded. So voted.

Latham reported that he met with the Town Manager to discuss budgets on January 31. The Manager indicated that monies allocated in FY'86 for equipment and capital projects should be spent in this fiscal year. He noted that there was no reason to wait on the equipment items, but that the new carpets should wait temporarily to assure that there was enough money to cover the project. Morrill urged that the library not wait too long. Latham further reported that in his discussions on the FY'87 budget, the Manager requested some editorial changes, additional documentation, but that he not at this time recommend cuts to the budget. He intends to pass departmental budgets on to the finance committee as submitted. Cuts, then, will be recommended by the subcommittee, or by the Manager after the subcommittee hearings.

In connection with the FY'87 budget discussion, Latham discussed the issue of Sunday hours of operation. He noted that the Manager seemed favorable to the plan, but indicated that funding restraints may prevent passage of the plan. The reluctance of library staff to the plan was again discussed.

Latham reported that the original deed for the public parking lot was researched, and that the use of the lot "shall not be such as shall in any way interfere with the use of said adjoining land for library purposes or for any purpose objected to by the Trustees of said Library." Outgoing town attorney indicated to Latham that provisions of deed were unenforceable after fifty years unless they are periodically renewed. The Board will have to investigate the renewal of these provisions when a new attorney is hired. In the

mean time, it was generally agreed that the lot should be closed for a day each year, as had been the case some years ago. No motion was made.

Latham reported that the "Globe Village" painting has been delivered to the Corcoran Gallery, and that a condition report of the painting has been submitted to the library. They are now proceeding with the restoration. Latham noted that after the January meeting, he contacted Mary Anna Tien, a previous director of the Library, to alert her to the loan of the painting, and the upcoming exhibition at the Wadsworth Athenaeum, and to invite her to join us on September 23, which according to her response, she intends to do.

The Library has been notified that it is to receive two twentieths of the estate of John T. Gibbons who recently died. We will have to wait until the estate is probated to find out the extent of the bequest.

Mills suggested Latham provide the Board with estimates for the next phase of the landscaping plan so that the Board might discuss use of funds at the next meeting.

Latham reported that Jim Griswold, the library's custodian, and Joanne Hamerly, Director of Literacy Volunteers of Southbridge, had resigned.

The meeting adjourned at 12:30 p.m. The next meeting of the Board is scheduled for Tuesday, March 25, at noon.

TRUSTEES OF THE JACOB EDWARDS LIBRARY
MEETING MINUTES
MARCH 25, 1986

Call to order: 12:03 p.m.

Present: Lenti, Dumas, Mills, VanVooren, Pioppi and Latham.

Secretary: Pioppi moved the minutes of the February 25, 1986 meeting be approved as written. VanVooren seconded. So voted.

Treasurer: Dumas reported on the status of funds controlled by the Board locally. He noted that the library was on budget on its operational expenditures.

Latham discussed the next phases in the library's relandscaping plan. VanVooren moved the library accept the Sunset landscaping estimate for completing the Foster Street side of the grounds and spend up to \$3,000 from trust funds. Dumas seconded. So voted. Latham noted that he had met with two contractors and the head of DPW regarding the plaza to be located at the front of the building. Estimates for the project have not yet been prepared. It was generally agreed that a Board commitment to this phase of the project be withheld until estimates are available.

Mills moved that the Board spend \$3,000 from trust to purchase five interior directories. Dumas seconded. So voted.

Acting on a recommendation from members of the Southbridge Historical Society, Mills moved the Board rename the Local History Room the Ammidown History Room after Holmes Ammidown, a local library benefactor; and that the Board accept any contributions toward the purchase of a sign, which the Board will oversee to assure that the product is in keeping with the library's overall decor. Pioppi seconded. So voted. It was generally agreed that Latham contact the Historical Society with the Board's decision on this matter.

Latham reported that he had been contacted by Mrs. Ernest Brodeur regarding the present location of the tall ship replica constructed by George F. Webber and donated to the library in August of 1967. According to Mrs. Brodeur, the gift was to the Children's Room. The Board generally agreed the matter of final disposition of the ship would be studied, and that Mrs. Brodeur should be contacted regarding the decision of the Board.

The Board generally agreed that further study should be made of the library's policy on permanent exhibits in the building.

Dumas indicated that he had been contacted by the Bank of New England regarding the trust appointments. Dumas, VanVooren and Pioppi indicated they would be willing to continue serving as trustee. Dumas said he would contact Morrill and then respond to the Bank of New England.

Dumas also reported that the Bank of New England had again requested authorization to withhold a percentage of our accumulated income in Boston. It was generally agreed that a copy of the library's most recent Facility Needs Statement should be forwarded with our signed authorization to Mr. Dolan in Boston.

Latham discussed the legislation proposed by Senator Bulger, President of the State Senate, to benefit public libraries. The Board generally agreed to endorse the efforts of Senator Bulger, and members were asked to write or otherwise contact our legislators to indicate our support of the legislation.

Mills moved the Board authorize Latham to spend \$100 from trust to celebrate National Library Week, and the school spring vacation week. Dumas seconded. So voted.

Latham reported that the DPW was studying the layout of our public parking lot in an attempt to make it more efficient; that Vincent Chenevert was hired as building custodian; and that Nancy McGuinness was vacating her position of part-time Librarian Assistant in the children's room to assume the duties of Director of Literacy Volunteers of Southbridge.

The meeting adjourned at 12:55 p.m. Members were reminded that April's meeting will be on the twenty-ninth, and not on the twenty-second as discussed at a previous meeting.

TRUSTEES OF THE JACOB EDWARDS LIBRARY
MEETING MINUTES
APRIL 29, 1986

Call to order: 12:00 p.m.

Present: Lenti, Dumas, Morrill, Mills, VanVooren, Pioppi,
Lewis and Latham.

Secretary: Dumas moved the minutes of the March 25, 1986
meeting be approved as written. Morrill seconded.
So voted.

Treasurer: Dumas reported on the status of funds controlled
by the Board locally. He noted that the library
was on budget on its operational expenditures.
Morrill moved the report be accepted as read.
VanVooren seconded. So voted.

Dumas reported that he had communicated with the Bank of New
England, alerting them that the four Trust
appointed trustees - Dumas, VanVooren, Pioppi and
Morrill - are willing to continue to serve.

Latham reported on the council and finance subcommittee
hearings on the FY87 library budget. He indicated
that the town manager would probably be
recommending cuts to most of the budgets on the
municipal side, and probable library casualties
would include replacement carpeting, equipment,
Sunday hours, and possibly some personnel. The
Board generally agreed to withhold comment on any
cuts until they were formally proposed by the
manager.

Latham reported that hearings had been held on the downtown
parking problems, resulting in a proposed two hour
parking restriction in all of the municipal lots.
Latham indicated that the town manager has lumped
the library's public lot in with the Central
Street and Chapin Street lots, and did not
consider them separate from other municipally
controlled parking. The Board generally agreed
that a two hour restriction would improve the
parking problem at the library, and requested a
statement to the manager be prepared applauding
this course of action, yet serving to remind him
that the lot is for the benefit of the library,
and should not be considered "public parking".
No motion was made.

Latham reported that only one estimate has been received for
the plaza work to the front of the library.
Shields Industries estimated the job at \$16,700.

The Board generally agreed that at this rate, it would be impolitic to pursue the project. No motion was made.

Latham informed the Board that he had written a letter to the editor of THE NEWS regarding the problem the library has during school vacations with parents dropping children off and using the facility as a day-care substitute. Mills recommended that the library contact the Arts Center and the YMCA to see if a policy could be developed that would be consistant between the three agencies; and that once a policy is developed, the library contact local family service agencies to see what we can do for enforcement; and finally, see whether we can work with work with other agencies to develop special day-care options for vacation weeks. There was considerable discussion on the issue of liability problems with children left at the library. No motion was made.

Latham reported that Jean Manbeck had been hired as part time assistant in the Children's Room; that he had been contacted by the attorney for the John T. Gibbons estate, but that we still have no hint to the size of the bequest; that National Library Week was celebrated with a puppet show, Family of the Year Award given to the Ronald and Therese Breaux family, and the Champion Borrower Award given to Gloria Kay.

The meeting adjourned at 12:39 p.m. Members were reminded that next meeting will be on Tuesday, May 27.

TRUSTEES OF THE JACOB EDWARDS LIBRARY
MEETING MINUTES
MAY 28, 1986

Call to order: 12:02 p.m.

Present: Lenti, Dumas, Morrill, Mills, VanVooren, Latham and Mary White (Children's Librarian).

Secretary: Dumas moved the minutes of the April 29, 1986 meeting be approved as written. Mills seconded. So voted.

Treasurer: Dumas reported on the status of funds controlled by the Board locally. He noted that the library was on budget on its operational expenditures. Morrill moved the report be accepted as read. VanVooren seconded. So voted.

Mills moved that the Jacob Edwards Library Programs: Policy and Procedures be approved as revised, which was initially approved at the Board's September, 1985 meeting. VanVooren seconded. So voted.

Mills moved that the Board approve as written the Children & Library Service: A Library Bill of Rights Interpretation. Morrill seconded. So voted.

VanVooren moved that Problem Patron Policy and Procedure statement be accepted by the Board as written. Mills seconded. So voted. It was suggested that this, and other policies, should be viewed by the town attorney to assure that enforcement would not be an infringement on a persons civil rights. Latham agreed that they should be passed on to the Town Manager who is at this time screening material for the Town's attorney.

Morrill moved that the Policy on Unattended Children be accepted as written. Mills seconded. So voted.

Latham reported that the Town Manager had imposed an expenditure freeze on all but routine expenditures to the end of the fiscal year. Latham noted that this did not impact on the library's ability to purchase books and materials.

Latham reported that the manager had submitted his FY87 budget proposal, and that included in the library budget are Sunday hours from January through April, a materials budget of \$48,000, and equipment monies for and new microfilm reader printer and microcomputer printer.

Because of a conflict, the next meeting has been rescheduled for Monday, June 23 at noon.

Latham reminded the Board that Ted Lewis' term as Trustee expiring, that he was to be contacted for reappointment, and that the Board should be prepared at the June meeting to reorganize.

Latham also noted that the Town Manager had approved the two hour parking restrictions for the down-town parking lots, the enforcement of which will be phased in over the next six weeks. The Board reminded Latham to contact the Manager regarding the status of the Library lot, and the Board's request that, in compliance with the law, it should be closed for one day each year. Latham is to indicate to Mr. Howley that the lot will be closed on July 4 this year.

The meeting adjourned at 1:05 p.m. Members were reminded that next meeting will be on Monday, June 23.

TRUSTEES OF THE JACOB EDWARDS LIBRARY
MEETING MINUTES
JUNE 23, 1986

Call to order: 12:03 p.m.

Present: Lenti, Dumas, Morrill, Mills, VanVooren, Lewis,
Pioppi and Latham.

Secretary: Mills moved the minutes of the May 27, 1986
meeting be approved as written. Dumas seconded.
So voted.

Treasurer: Dumas reported on the status of funds controlled
by the Board locally. Mills moved the report be
accepted as read. Morrill seconded. So voted.

Morrill moved acceptance of the following slate of officers
for the Board of Library Trustees: Ray Lenti,
Chairman; Marcelle VanVooren, Secretary; and Dan
Dumas, Treasurer. Lewis seconded. There were no
additional nominations. So voted.

Latham reported that the library would, as a result of the
"spending freeze" imposed by the town manager, be
turning back some cash at the end of this fiscal
year. He noted, however, that the all budgeted
equipment items had been purchased, and that
expenses in the books and materials account will
somewhat exceed the budgeted amount.

Latham reported that the FY 87 budget had been approved by
the Town Council. The Board generally agreed that
the budgeted amount was generous in light of the
town's overall financial situation. Included in
this year's budget are Sunday hours from January
through April; \$48,000 for books and materials
(our request was for \$50,000); and \$4,000 in
equipment monies to purchase a printer for the
microcomputer in the processing room, and and
replacement microfilm reader/printer.

The Southbridge Historical Society has proposed they conduct
a dedication ceremony for the Holmes Ammidown Room
(a.k.a. Local History Room) sometime in the fall.
Arthur Kavanagh would provide a talk on the

question, particularly in light of the length of time that has passed since the loan was made, and OSV's history of de-accessioning donated items. He noted that some of the items had historical significance to the town of Southbridge, and questioned whether the Village was aware of an items importance. Of particular interest is the compass used by Ammidown in surveying the original boundaries of the town. The Board generally agreed that the Village should be contacted, that they should be reminded that he items were loaned to the Village and not a gift, that if the Village wanted to deaccession any of the items they should be returned to the library, and that should the library require the use of any of the items they would be available for a short loan. Mills agreed to assist Latham in pursuing the matter with Village, and recommended they first enlist the support of Mrs. Ruth Wells.

Latham reported that Nancy Peloquin, Head of Technical Services, would be requesting pregnancy leave for the fall; that the Dr. Kenny Clinic had donated \$500 for the purchase of a compact disc player and compact discs; that, as requested by the Board, a memo was sent to the Town manager regarding the closing of the library's lot on July 4, and the library's claim to the lot (to date no reply had been received); and that Latham would be traveling to the American Library Association annual conference in New York City from June 28 to July 3.

The meeting adjourned at 12:41 p.m. Members were reminded that the next meeting, scheduled for September 23, will include a trip to the Wadsworth Athenaeum to view the exhibit that includes the Library's Francis Alexander painting of thew Globe Village.

TRUSTEES OF THE JACOB EDWARDS LIBRARY
MEETING MINUTES
SEPTEMBER 16, 1986

Call to order: 12:01 p.m.

Present: Lenti, Dumas, Morrill, Mills, VanVooren, and
Latham.

Secretary: Morrill moved the minutes of the June 23, 1986
meeting be approved as written. Mills seconded.
So voted.

Treasurer: Dumas reported on the status of funds controlled
by the Board locally. Mills moved the report be
accepted as read. Morrill seconded. So voted.

Lenti acknowledged the recent death of Mary Jane Pioppi,
noting her many years of support to the library
as trustee.

Dumas moved the Board allocate \$1,029 from trust funds to
complete the landscaping of library grounds.
Latham noted that all that remains in the plan is
the east end of the library building which this
motion will cover, and the entrance plaza at the
front of the building, which the Board had
previously decided to table. Mills seconded the
motion. So voted.

Latham outlined the itinerary for the trip on September 23
to the Wadsworth Athenaeum to view our painting of
the Globe Village which is currently on display at
the Athenaeum as part of a major exhibition.
Latham noted that his predecessor, Mary Anna Tien,
would be meeting the group in Hartford.

Dumas moved the Board allocate \$250 from trust to support
children's programming. Latham explained that
this support is usually approved at the Board's
June meeting for summer reading club activities.
The club was financed by municipal funds which
will run short if not replenished by trust.
Morrill seconded. So voted.

The Board discussed several names of possible persons who

uses for these funds, but generally agreed to table discussion on final disposition until a final figure is available. As of this date there is \$790 available in the account.

Mills reported that he was a member of the committee studying the problem of youth loitering in the downtown and Dresser Street areas. He recommended the library take a leadership role in providing activities of interest to young adults.

Latham reported that the five building directories had recently been installed; that the local Eagles Club Auxiliary had given the library \$200 to purchase large type books; that Nancy Peloquin, head of the Library's processing department, had left for a maternity leave; that Susan Chaplin had been temporarily promoted to fill the vacancy; that Dale Labonte was hired to fill the part-time library technician position vacated by Susan Chaplin; that four new high school pages have been hired by the library (Phuong Thai, Deidre Flanagan, Eneida Alvarado, and Steve Ramsdell).

The meeting adjourned at 1:25 p.m.

TRUSTEES OF THE JACOB EDWARDS LIBRARY
MEETING MINUTES
OCTOBER 21, 1986

Call to order: 12:01 p.m.

Present: Lenti, Dumas, Morrill, Mills, VanVooren, Lewis and Latham.

Secretary: Lewis moved the minutes of the September 16, 1986 meeting be approved as written. Morrill seconded. So voted.

Treasurer: Dumas reported on the status of funds controlled by the Board locally. He noted that the library should receive their next checks from the Bank of New England in November, which would be used to pay the Town of Southbridge and any other small projects approved by the Board. He emphasized that until the checks arrived, the Board would be temporarily short of available cash. Morrill moved the report be accepted as read. Lewis seconded. So voted.

Latham reported that the Mary Jane Pioppi Fund currently had a total of \$1,165. The Board discussed the disposition of these funds and generally agreed to pursue the purchase of replacement seating for the Pioppi Room, and to provide some form or further dedication to the room acknowledging Mary Jane Pioppi's contribution to the library. Latham was instructed to provide the Board cost estimates or recommended options for seating and a bronze commemorative plate. No motion was made.

Latham noted that he had been in contact with John Dolan at the Bank of New England regarding the appointment of a trustee to replace Mrs. Pioppi, and that the Library could expect an appointment some time in early November.

Latham reported that the Holmes Ammidown Room at the library would be dedicated as part of the Southbridge Historical Club's regularly scheduled November meeting. Arthur Kavanagh would speak on the

1986 meeting. The Village contends that due to poor documentation at the time of the loan, and faulty record keeping in the early years of the Museum, many of the items loaned can not be traced. It was noted that as many as 500,000 records would have to be manually searched, which would take months. The board generally agreed that the library should encourage the Village to complete a search for these items, and that the Ammidown compass (a.k.a. transit) should be returned to the library while the Board attempts to determine the final disposition of the items placed at the Village forty-five years ago. Latham was instructed to contact Mr. Curtis at the Village and communicate the Board's position on this matter. No motion was made.

The Board discussed the pending Sunday hours of operation for the library, and a number of publicity options available to encourage the public to make use of the new service.

Lenti reported on the trip to the Wadsworth Athenaeum by Mills, Dumas, Lenti and Latham to view the Library's painting of the Globe Village by Francis Alexander in the context of the exhibit of early 19th century landscape painting.

The Library has in its FY 87 municipal budget \$3500 to purchase a microfilm reader printer, which is insufficient to cover the cost of a machine. Latham requested the Board allocate up to \$2000 to enable the library to purchase a Canon FC 80 microfilm reader printer. Dumas moved the funds be approved. Morrill seconded. So voted. The Board discussed the relative merits of purchasing a coin-op attachment to the new machine and generally agreed it would not be in our best interest, because of the low volume of use, to purchase this option. No motion was made.

Latham distributed to the Board the latest statistical report to the town. He noted that the circulation counts, which last year jumped from 104,995 to 125,201, plummeted to 92,831 this year. Latham

Latham reported that his tenure as President of C/W MARS would be expiring this month; and that the library had received for the third year in a row a Gold Award from the United Way for 100% participation of library staff in last year's drive.

The meeting adjourned at 1:25 p.m.

TRUSTEES OF THE JACOB EDWARDS LIBRARY
MEETING MINUTES
NOVEMBER 25, 1986

Call to order: 12:08 p.m.

Present: Lenti, Dumas, Mills, VanVooren, Lewis, Dacoles and Latham.

President: Lenti introduced to the Board its newest member recently appointed by the Bank of New England, Paula Dacoles.

Secretary: Dumas moved the minutes of the October 21, 1986 meeting be approved as written. Mills seconded. So voted.

Treasurer: Dumas reported on the status of funds controlled by the Board locally. He noted that the library had received their next checks from the Bank of New England in November, which will be used to pay the Town of Southbridge and any other small projects approved by the Board. He recommended that the funds in the term certificate due to mature in December be transferred upon maturity to the liquid asset account so as to be available for use by the library. He also recommended that the balance in the gift book account was high, and purchases should be made against that account. VanVooren moved the report be accepted as presented. So voted.

Mills moved that a bronze tablet be purchased and attached to the wall in the Pioppi Room at the library next to the the existing tablet for Dr. Pioppi, which would read as follows:

MARY JANE PIOPPI
TRUSTEE 1968-1986

Dumas seconded. So voted. Funds will be taken from the monies accumulated in the Pioppi Fund. The Board generally agreed to pursue the purchase of chairs for the Pioppi Room, using the remainder of the Pioppi fund. Latham indicated that he had contacted Mrs. Pioppi's three children to report

Latham reported that the Ammidown Room of the Library was dedicated on November 12, and that the Ammidown compass which used to be in the library's collection was made available to us by Old Sturbridge Village. Latham further reported that according to John Curtis, Director of the Curatorial Department at the Village, the prospect of tracking down the items on the list from 1941 was bleak. Curtis promised Latham a report on this list by the Board's December meeting.

Latham distributed to the Board the library hours as impacted by the Thanksgiving, Christmas and New Years holidays. Latham also reported on the revised hours effective January 2, 1987, which take into account the Library's anticipated Sunday hours of operation January through April. The Board generally agreed that the revised hours, which follow, are an improvement:

ADULT SECTION:

Monday - Thursday 10 am - 9 pm
Friday and Saturday .. 10 am - 5 pm
Sunday (Jan - Apr) ... 1 pm - 5 pm

CHILDREN'S SECTION:

Monday - Wednesday ... 10 am - 6 pm
Thursday 10 am - 9 pm
Friday and Saturday .. 10 am - 5 pm
Sunday (Jan - Apr) ... 1 pm - 5 pm

Latham noted that staffing the library for the Sundays was proving to be more difficult than anticipated, that qualified candidates were not applying.

Latham explained that the FY 88 budgetary cycle had begun, that the Board could expect a budget presentation at its December meeting provided Latham received the forms from the town manager's office soon.

Latham reported that the Library had been awarded \$18,785 from the Massachusetts Executive Office of Energy Resources for energy conservation projects at the

Commissioners to serve on the State Standards Committee; and that the C/W MARS computer had been down a week while new software was loaded. Latham emphasized how proud he was of the staff and the way they coped with the inconvenience.

The meeting adjourned at 1:02 p.m.

TRUSTEES OF THE JACOB EDWARDS LIBRARY
MEETING MINUTES
DECEMBER 23, 1986

Call to order: 12:03 p.m.

Present: Lenti, Dumas, Mills, VanVooren, Lewis, Morrill,
Dacoles and Latham.

Secretary: Lewis moved the minutes of the November 25, 1986 meeting be approved as written. Mills seconded. So voted.

Treasurer: Dumas reported that there had been little activity in the trust accounts in the past month, with the exception that the town had been paid its latest installment from the trust.

Latham distributed his first draft of an operating budget request for FY'88 to the Board. Capital Improvement items for the next five year period included a new public photocopier, a new high speed printer/copier to replace the offset press, and a book security system. Latham noted that the fiscal future of the town this year was again not very positive, and that the manager has asked for at least two budgets, one reflecting level funding, and another that demonstrated funding cuts that would just meet the qualification for the state's Library Incentive Grant. Latham explained that the instructions were just received, and that his budget package did not meet the requirements of the manager. The manager has agreed to give the Board an opportunity to meet again and discuss the library's budget proposal prior to any official action taken by the town manager. No motion was made.

Latham reported that he had delivered several maps and other documents of local historical interest to the Northeast Document Conservation Center to secure an estimate on their restoration. The projected cost comes to roughly \$6,500, which Latham intends to secure grant funding for. He noted that the Board will probably want to consider revising its

Latham explained that the library has recently had disciplinary problems with young adults that have required drastic corrective measures, including visits to the high school, junior high school, and police. He noted that these steps have been helpful in correcting the problems, but admitted that the approaching holiday season and school vacation may have also played a role in the easing of the tension. He will report on the situation again at the next meeting of the Board.

Latham reported that Pauline Atwood, an interior decorator, visited the library after the November meeting to discuss long and short range decorating plans for the library, and to assist the library in color choices; and that the Southbridge Savings Bank had purchased new borrower identification card envelopes for the library.

The meeting adjourned at 1:02 p.m.