

# DIRECTOR'S REPORT

JANUARY 4, 1996



Happy New Year to all. This report will be brief. A tentative agenda for **Tuesday, January 9th's meeting (7:30 PM - library)** and several ALA policy statements regarding access to materials are attached. As always, if you have additional items for the agenda, please call me.

I just heard from architect Farley. The leak in the Children's Room is yet to be resolved. It is too cold to test the Children's Room problem, but he assures me that there are bound to be a couple 40 degree days in January and he will be out here with the contractor. There may be another downspout problem. We have not paid the retainage fee or the last architectural payment.

Circulation policy and practice are changing as more and more electronic information sources enter library life. We are now copying the discs that come with some print materials and circulating them with a printed disclaimer appended to the pocket. Formerly we took the discs out of the book and did not make them available. We have also gone back to a 7 day period for some new fiction (under 200 pages) to shorten some reserve waiting periods and we will soon be entering a circulation for certain often used reference items. The scat code will be designated "2 hour loan". The latter is commonly practiced by other libraries to more accurately show library usage. On a wider scale, we anxiously await State Aid certification and funds to purchase many items. Another revision of the Technology Request will be presented at Tuesday's meeting.

It is my belief that we need to get going on a written materials selection and use policy. Chapter 78:33 indicates that this is not voluntary:

## **Policy for selection and use of library materials and facilities**

*Section 33. The board of trustees of a free public library in any city or town, or in the absence of such board, the city or town official possessing the appointive powers of such board, shall establish a written policy for the selection of library materials and the use of materials and facilities in accordance with standards adopted by the American Library Association. No employee shall be dismissed for the selection of library materials when the selection is made in good faith and in accordance with the approved policy adopted pursuant to the provision of this section.*

A policy is needed to comply with the law and to back up staff in the event that their selections are challenged. It is also needed because the collection has improved almost to the point where remedial purchases are few and we have the happy opportunity choose which areas of history, for example, we want to focus on, do we want to develop our earth science as opposed to our biology collection, etc.

A letter has been sent to the Selectmen outlining our concerns relative to the Museum staffing situation and technology costs. Copies will be available at the meeting.

I received a letter from the BLC informing me that we are not eligible for another construction grant in "this round". My error. This does not mean that we shouldn't finish our Building Program statement, file it with the BLC, and be ready when more funds are authorized. And also make the document known to appropriate others. We can now concentrate on the Museum position and pending Preservation Program grant request.