

Library Director's Report May 12 – June 5, 2012

Library Staff Meeting

The library staff met on Friday, May 18 to review service plans for the period after we move into the new library. Human Resources Director Mary Beth Bernard spoke to the group about changes to some health benefits and the new performance review forms. The staff also toured the new library with Clerk-of-the-Works Dennis Pacitti and was delighted with the project's progress.

MBLC 25th Library Construction Grant Celebration

I attended the Mass Board of Library Commissioners celebration of the 25th anniversary of the Public Library Construction Program at the Worcester Public Library on May 8. Lt. Governor Murray, Worcester Mayor Petty, and various MBLC officials spoke at the event. Long time MBLC staffer Patience Jackson was recognized for her work on behalf of the Construction Program.

New Library Project Update

Permanent Building Committee

The Permanent Building Committee will meet on May 6 to approve project invoices. TLT Construction management has requested a meeting with the PBC and other members of the project team. The meeting will take place at 5:00pm on May 5.

TLT Project Manager Bob Garside has left the company and has been replaced by Stephen Hunter. Mr. Hunter is an experienced construction manager, but is new to TLT. Mr. Garside will be available to consult on project issues.

Construction Update

Work on the lights and other items has begun on the outside porch. The first floor wave ceiling is underway (the Westwood Fire Department has asked the project team for information on materials for the ceiling). Bathroom tile and wood trim painting work is ongoing. Details on supporting the exterior precast are being worked out by the subcontractor and structural engineer. Remedial work to the main staircase is ready to begin. Carpet, shelving, and furniture deliveries are ready pending schedule revisions. A keying pyramid has been drafted by the door sub-contractor following a meeting with John Riordan, Dennis Pacitti, and myself. This will insure that staff have access to relevant building areas while restricting entry to other rooms.

We are reviewing the required building signage for wording and location. Exit, bathroom, and room signs are part of the general contract. Way finding signage for areas like Circulation or Young Adult along with donor plaques will be developed by a separate company.

Movers Request for Proposal

Five proposals for moving services were received by the May 8 deadline. Three firms were selected for interviews, which were completed on June 4. I am now calling references for the short-listed firms. An addendum to the RFP will be issued on June 5. Based on a ruling from the Mass Department of Labor Standards, prevailing wage does not apply to moving books. Therefore, we will ask the five companies to

submit new pricing for the move. This will delay the final decision, but will still give us enough time to arrange a mutually agreeable schedule.

RFID Progress

RFID tagging of the adult print collection from our mobile cart continues. The Biography and Large Print collections have been completed; the fiction collection is half-done. Tagging has started in the Young Adult collection. All new materials are being tagged by Technical Services staff before they go out to the public. Audio-visual tagging will begin soon.

MBLC Grant

The Town has received a third grant payment from the Mass Board of Library Commissioners for \$1,109,679. Ninety percent of the grant award (\$3,329,037) has been paid to the Town thus far.

Deerfield School Donation

The Deerfield School community has made a donation to the new library project. We received a check for \$1,300 at a ceremony on June 1, 2012. Children's Librarian Loretta Eysie was the library representative at the public event.

Respectfully submitted,

Thomas Viti, Library Director