

BOARD OF LIBRARY TRUSTEES ANNUAL REPORT FOR FY2017

LIBRARY BUDGET AND HOURS. In FY17, the Town granted the Library a budget of \$1,056,200 allowing us to build our collections, increase children's programs, and maintain a library schedule of 67 hours a week most of the year and 60 hours a week in July and August.

LONG-RANGE PLANNING. The Library works deliberately to meet the goals outlined in our Long-Range Plan. In FY17, we made additional progress on our objective of improving patrons' access to digital content over the internet. Hoopla streaming/downloads increased by 34%. Overdrive use remained strong, accounting for just over 9% of our total circulation. We remain constrained by space limitations. Our audiobook and video holdings did not expand and our print book holdings increased by just 1 percent. We were creative in finding space to increase our high demand Express Books collection and display space.

LIBRARY PLANNING INITIATIVES. In FY17, we continued to address our long-range goal of improving the Library's civic presence as a welcoming neighborhood center: an attractive, safe, and comfortable place for residents to meet, work, and interact with each other. Recognizing the challenges that the current library building presents in accomplishing this goal, especially in the area of services to youth and children, the Trustees--on the recommendation of the Library Planning Committee (LPC), a diverse group of town residents--compiled an application for a grant from the Massachusetts Public Library Construction Program (MPLCP). Extensive site investigations, matrix evaluations, community forums, and design and engineering work ensued and was completed under the oversight of the Permanent Municipal Building Committee. The application was submitted in January of 2017. The full report of the LPC and the full grant application can be viewed at waylandlibrary.org.

In July 2017 (the beginning of FY18) the Massachusetts Board of Library Commissioners (MBLC) awarded Wayland a Provisional Construction Grant totalling \$10,137,980. One of the three largest of nine awarded, it is a strong statement and recognition by the MBLC of the deficiencies of the current building, which include inadequate space for: quiet reading and study, youth and children's collections and services, adult collections, programming, staff work spaces, IT infrastructure, and safe and adequate parking. Deficient ADA compliance and traffic congestion at a busy intersection continue to make library services difficult to access. The limitations of our current building hamper our ability to meet current and future needs of the Wayland community and to deliver 21st-century library services.

Long-time Director Ann Knight retired in the fall of 2016. A new director, Dana Mastroianni, was hired, and resigned in June 2017. Sandy Raymond has been serving as Acting Director since the resignation. A search for a new director is ongoing.

BUILDING AND GROUNDS. The Trustees serve as stewards of the Library building, overseeing maintenance, repairs, and improvements in coordination with the Town's Facilities Department. Flooding continues to be of concern. Inadequate drainage outside the Children's Room remains problematic. The FEMA/MEMA drainage mitigation project was conducted in November 2016 and completed in the spring of 2017. There was little to NO onsite parking for the better part of November and into December 2016. Wastewater capacity was acquired to allow a connection to the Wastewater Management District. The elevator was out of order for nearly 4 weeks, June-July 2017.

In July 2016, we added the extremely popular "wedding cake" book displays to the adult and teen areas making it fast and easy for patrons to see the newest and most popular titles. A diner-style booth, which is appealing to younger patrons, was added to our very small teen area. Teen patrons now spend hours working collaboratively on projects or quietly studying there.

TECHNOLOGY. We continue to expand technology offerings to our users. Free wired internet service is provided to approximately 600 people per week on six public computers, and our popular wireless network is very heavily used by those visiting the Library. There is on-site access to a variety of tablets

and notebook computer, and our two very popular wireless hotspots have circulated 78 times since being added to our collection in the fall of 2016. We maintain an active social network presence on Facebook and offer regular workshops on technology topics. Our 3-D printing workshops and Girls Who Code programs were particularly popular. Town residents receive notices of upcoming events via social media, by email, and print.

LIBRARY COLLECTIONS AND SERVICES. Borrowing of print materials by local residents remained exceptionally strong in FY17, accounting for 65.5% of total Library circulation. Access to the Library’s parking lot was disrupted for over a month, borrowing of adult books rose 2% for the year. The Library’s improved collection of popular, first-come-first- served Express Books accounted for most of the increase, with circulation going up more than 95%. Each Express title circulated an average of 13 times during the brief period it was allocated to the new collection. The Library’s access issues in the fall of 2016 caused a small drop in borrowing of books for children and teens, but overall circulation still remained relatively high in comparison to neighboring libraries. Children’s paperbacks were particularly popular in FY17, with their circulation rising over 11%. Due to the popularity of the Library’s audio and video streaming services, there was a predictable decline in overall borrowing of DVDs and compact discs. However, despite Library patrons’ enthusiastic adoption of the new formats, there continued to be an exceptionally high demand for new TV series and feature films on DVD. Each copy of a new TV series circulated an impressive 13 times during its first six months in the collection and each copy of a new feature film 11 times. A summary of circulation and other statistics for FY17 follows this narrative.

FY17 was a banner year for Wayland Reads, with 565 patrons attending 18 programs in late winter on “The Value of Art.”

FRIENDS OF THE WAYLAND PUBLIC LIBRARY. Our steadfast Friends organization continues to support us generously with both volunteer time and money. The Friends provide funding for programs and services that exceed the Library’s appropriation from the Town, such as the popular charging stations and Museum Passes. Their semi-annual book and bake sales, which are popular community events, and their annual membership drive are the cornerstones of their fundraising efforts. We also thank the Friends for the lovely gardens they tend at the side entrance of the Library.

TRUST FUNDS. The Library’s main trust fund is The Millennium Fund, which is managed by the Town’s Commissioners of Trust Funds. The Millennium Fund was established to sustain excellence in library services and to provide a supplementary source of support for the Library when needed; it does not pay for regular operations. The Library is also the beneficiary of some smaller trusts which are used for designated purposes.

A NOTE OF APPRECIATION. The Town is fortunate to have a talented Library staff and many volunteers who routinely dedicate their time to our Library. Most important, we thank the citizens of Wayland whose financial and moral support have enabled us to provide another year of excellent library service.

BOARD OF LIBRARY TRUSTEES FOR FY2017

Aida A. Gennis, Chair

Mark Peter Hughes

Leah Hart

Sally Y. Cartwright, Vice-Chair

Anne B. Heller

Suzanne Woodruff

Sandra Raymond, Acting Director

WAYLAND FREE PUBLIC LIBRARY

SUMMARY OF LIBRARY STATISTICS, FISCAL YEARS 2016 AND 2017

	FY 2016	FY 2017
CIRCULATION		
ADULT/YA		
¹ Print	65,190	65,796
Non-Print	62,589	58,785
JUVENILE		
¹ Print	65,572	67,845
Non-Print	10,029	9,723
DOWNLOADABLE (TEXT+AUDIO)	23,350	25,622
TRANSFERS TO OTHER	38,117	35,855
MINUTEMAN LIBRARIES		
TOTAL CIRCULATION ACTIVITY	264,847	263,626
WAYLAND ACQUISITIONS		
PRINT	6,954	7,136
NON-PRINT	1,954	1,435
TOTAL ITEMS ADDED	8,908	8,580
OTHER METRICS		
REGISTERED BORROWERS	6,837	6,753
REFERENCE QUESTIONS	19,391	18,104
YOUTH & ADULT PROGRAMS HELD	506	487
TOTAL PROGRAM ATTENDANCE	8,901	8,296
WEEKLY LIBRARY VISITS (AVERAGE)	2,243	2,090
² FINES COLLECTED	\$14,238	\$13,400
TRUST FUND BALANCE (as of 6/30/15)		
ENDOWMENT FUND	\$830,125	\$909,405

¹ Print includes traditional books/magazines printed on paper; everything else included in Non-Print.

² Fine money collected by the Library is turned over to the Town's General Fund.

OTHER TRUST FUNDS
TOTAL TRUST FUNDS

\$420,052
\$1,250,177

\$465,962
\$1,375,367