

Wayland Free Public Library FY2025 Annual Report

Mission

The Wayland Free Public Library is dedicated to meeting the diverse needs of the community, blending traditional and innovative library resources, services, and programming.

Library Budget and Hours

The Town appropriated \$1,326,730 for the Library in FY2025, enabling us to serve the community's informational, recreational, and cultural needs using a wide array of print, non-print, and electronic resources. We maintained 67 open hours per week during the school year and 60 hours per week during the summer.

Strategic Planning

Our new Strategic Plan for FY2026–FY2030 emerged from extensive community engagement, including community forums, focus groups, and a survey that elicited over 650 responses. The Trustees approved the new Strategic Plan on November 20, 2024, and implementation began in July. We completed several building improvements and technology upgrades this past year, along with staff training and development, expanded outreach to the community, and strategic marketing and communications efforts to inform residents about our programs and services. Despite the recent building improvements, serving residents well within the Library's current footprint is a continuing challenge that needs to be resolved.

Personnel

This past year, we successfully recruited well-qualified professional and para-professional full-time and part-time staff, including Assistant Library Director Joanne Lee, who replaced Andy Moore when he retired in September. Former Circulation Associate Andrew Loof was promoted to Technical Services and Reference Librarian, replacing Marjanneke Wright, who retired in March after 30 years of dedicated service.

Building and Grounds

Major interior and exterior site improvements this past year included:

- Children's Room with new flooring, carpeting, and paint; safety updates in the refurbished children's activity space with new, kid-friendly furnishings; and new Circulation and Librarian's desks, improving traffic flow and floor layout.
- Accessibility improvements, including two ADA-compliant public restrooms and three new automatic door openers.
- A new walkway from the parking lot leading to a new, accessible doorway directly into the Children's Room together with a new handicap-accessible parking space allowing for a second van drop-off point.
- Connection to the Town's wastewater management system, replacing the Library's aging septic system.
- Building improvement work continues, with a modernized elevator, including a new cab and control system planned for installation in the fall of 2025, as well as upgrading the Library's aging HVAC system, using remaining repair and maintenance funds and energy rebate funds.

Technology and Equipment

Technology enhancements in FY2025 included:

- New Voice Over Internet Protocol (VOIP) phone system installed by Town IT.
- Improved wireless printing service for patrons and staff.
- Refreshed, more dynamic Library website with improved functionality and content.
- Two new multifunction copiers for patrons and staff.
- RFID tagging of Library books and other materials to enable more efficient checkout.
- In the fall, two new self-check kiosks with RFID integration will replace the current self-check stations in Adult Services and Youth Services.

Collections and Services

The Library of Things collection was enlarged and relocated to glass cabinets on the main floor, and the Trustees approved a new policy governing the loan of these items.

The Trustees approved a revised Collection Development Policy in December 2024.

We relocated the English for Speakers of Other Languages (ESOL) collection to the east mezzanine to allow for quieter studying and tutoring, and we reclassified some of our adult non-fiction materials to create a more inclusive classification system.

Due to President Trump’s Executive Order in March 2025, which reduced federal funding for the Institute of Museum and Library Services (IMLS), all public libraries in the state, including Wayland, lost access to several popular statewide research databases. The federal budget for IMLS for the coming fiscal year is still uncertain.

Local History Collection

We completed the digitization of the Library’s collection of the *Wayland Town Crier* from 1958–1964 and 1972–2022, which is now safely stored on two separate external hard drives. We are collaborating with the Wayland Museum and Historical Society on displays in our main lobby and local history programming and we are working with the Rev250 committee towards finalizing plans for the 250th anniversary in the coming year. We began working with the *Wayland Post* to archive the community newspaper. We significantly updated and improved the Library’s webpage devoted to local history, showcasing our special collections: <https://waylandlibrary.org/about/local-history/>

Library Usage for FY23 – FY25

Library Usage	FY23	FY24	FY25
Total Circulation (including interlibrary loans)	276,179	276,981	289,554
Total Library Visits	70,102	76,482	77,051
Total Program Attendance	8,979	12,033	*8,091
Total Number of Programs	522	532	*495
Total Electronic Usage	53,783	57,953	83,813
Total Reference Transactions	7,852	8,216	11,609

*Program attendance and the number of programs was impacted by the repair and maintenance work in the Children’s Room from January–March, when the main meeting room was being used for storage.

Youth Services

262 Children and 33 teens participated in the 2024 Summer Reading Program. Program highlights during the school year included chess, art club, Irish dance, live animal programs, STEM programs, a comic workshop, and book clubs for grades K/1, 2/3, and 4/5. We hosted teen pizza nights during spring exams and visited the elementary and middle schools to promote Summer Reading. We also worked with Family ACCESS Early Literacy Services, the Recreation Department, and several Wayland community groups on external programming. The Swain Collection for tweens and teens was relocated to the east mezzanine. Youth Services was temporarily relocated to the main floor from January–March in order to undertake some site improvements in the Children’s Room, which reopened in April 2024.

Friends of the Wayland Free Library

The Friends contributed \$31,100 towards museum passes, adult programming, the Cookbook Club, Summer Reading programs, and our other Youth Services programs. The Friends continued to operate their ongoing Book Sale in the Raytheon Room and the hallway on the lower level of the Library.

Trust and Gift Funds

The Trustees govern the use of state aid, as well as trust and gift funds that are separate from the Library’s operating budget. Trustees used these funds to complete the payment toward Planning Consultant Deb Hoadley’s FY24 work, as well as the preservation of the 1870-1889 Wayland Library Trustees Minutes Record Book, and digitizing of the Wayland Library Donors book, 1848-1886. Materials for teens and tweens were purchased with the Swain Fund. Library trust funds are invested by the Trust Fund Commission. In FY2025, \$2,718.53 was spent from trust and gift funds, and \$12,900 in State Aid funds. Town Meeting approved a Special Act to clarify the status and oversight of the Library’s Millennium Fund. Now a Home Rule Petition, it is before the Senate. We appreciate the Town’s support for the Special Act.

An Appreciation

As we welcome new Trustee Anna Blazier, we extend our deep appreciation to former Trustee Elaine Donnelly, whose thoughtful service has been exemplary. We also thank our experienced library staff, the Town Manager and staff, and our dedicated volunteers, who donated 428 hours of service to the Library this past year. We thank the Friends of the Library for their continued support and generosity, helping to supplement Town operating funds. We are grateful to the Wayland Garden Club for the lovely flower arrangements that graced our front desk and for their dedicated care of the Friends’ garden. As we enter our 177th year, our deepest appreciation goes to the citizens of Wayland, whose continued support enables us to meet the educational, informational, and recreational needs of our community now and in the years ahead.

Respectfully submitted,

Board of Library Trustees

Aida A. Gennis, Chair

Leah Hart, Vice-Chair

Emily Weintraub, Secretary

Win Treese

Candace Hetzner

Anna Blazier

Christopher Lindquist, Library Director

Summary of Library Statistics, Fiscal Years 2024 and 2025

HOLDINGS	FY2024	FY2025
Adult Book Holdings	29,626	28,848
Adult E-Book Holdings	72,940	65,769
Adult Audio Holdings	5,670	5,377
Adult Video Holdings	8,822	8,299
Adult Downloadable Audio Holdings	36,008	62,872
Total Adult Materials Holdings	153,928	43,197
Teen Book Holdings	4,049	3,746
Teen E-Book Holdings	9,271	8,443
Teen Downloadable Audio Holdings	5,216	8,804
Total Teen Materials Holdings	18,696	3,845
Children's Book Holdings	27,574	26,876
Children's E-Book Holdings	16,223	15,989
Children's Downloadable Audio Holdings	5,875	11,108
Total Children's Materials Holdings	51,048	28,174
TOTAL PRINT MATERIALS HOLDINGS	61,249	59,470
TOTAL E-BOOK HOLDINGS	98,434	90,201
TOTAL DOWNLOADABLE AUDIO HOLDINGS	47,099	35,252
Print Serial Subscriptions	91	93

Electronic Serial Subscriptions	5,442	5,976
CIRCULATION	FY2024	FY2025
Local Electronic Collections Circulation	20,836	22,052
Network Electronic Collections Circulation	8,878	17,467
Adult Book Circulation	56,621	56,993
Adult Audio Circulation	5,372	4,174
Adult Video Circulation	14,506	13,380
Adult E-Book Circulation	31,822	36,152
Adult Downloadable Audio Circulation	25,904	35,252
Total Adult Circulation	141,286	155,124
Teen Book Circulation	9,708	8,708
Total Teen Circulation	9,943	8,933
Children's Book Circulation	81,640	74,256
Total Children's Circulation	86,424	78,860
TOTAL BOOK CIRCULATION	147,969	139,957
TOTAL E-BOOK CIRCULATION	31,822	36,152
TOTAL VIDEO CIRCULATION	16,577	15,301
TOTAL DOWNLOADABLE AUDIO CIRCULATION	25,904	35,252
TOTAL DIRECT CIRCULATION	237,653	252,049
Interlibrary Loans Received from Other Libraries	39,973	39,753
Interlibrary Loans Sent to Other Libraries	39,328	37,505

PROGRAMS & SERVICES	FY2024	FY2025
Number of Adult Programs	381	290
Total Attendance at Adult Programs	3,971	3,265
Number of Teen Programs	20	19
Total Attendance at Teen Programs	244	179
Number of Programs for Ages Birth - 5	144	160
Total Attendance at Programs for Ages Birth - 5	2,674	3,179
Number of Programs for Ages 6 - 11	153	190
Total Attendance at Programs for Ages 6 - 11	2,979	1,263
TOTAL NUMBER OF PROGRAMS	532	495
TOTAL PROGRAM ATTENDANCE	*12,033	*9,241
TOTAL REFERENCE TRANSACTIONS	8,216	11,609
TOTAL MEETING ROOM USES	329	**237
TOTAL LIBRARY VISITS	76,482	77,051
***TOTAL REGISTERED BORROWERS	6,630	6,534
TRUST FUND BALANCE (as of 6/30/2024 and 6/30/2025)		
The Millennium Fund	\$1,365,912	\$1,508,811
Other funds	\$712,682	\$784,068
Total Funds Balance	\$2,078,594	\$2,292,879

* FY2024 and FY2025 total program attendance includes attendance at school outreach visits.

** FY2025 total meeting room uses was impacted by the repair and maintenance work in the Children's Room from January–March 2025, when the Raytheon Room was being used for storage.

*** Total registered borrowers includes all Wayland Free Public Library cardholders.

Footnote: The Institute of Museum and Library Services (IMLS), the federal agency that provides grant funds in support of libraries in all fifty states, including Massachusetts, is no longer collecting holdings and circulation data relating to electronic usage as of FY2025. We will continue to report those usage figures when they are available.