

# **Mattapoisett Free Public Library**

## **Annual Report**

**2012**

### Library Services and Staff

The Mattapoisett Free Public Library continues to provide a full range of services and programs to area residents and visitors of all ages. The staff consists of three full-time librarians, including the library director, 7 part-time library assistants, one page who works ten hours a week, and a part-time custodian. An elected Board of Trustees oversees the management of the library. The Mattapoisett Library Trust, Inc. and the Friends of the Mattapoisett Library, Inc. are two charitable organizations that support and sustain the library by way of fundraising and program support. This assistance makes possible a range of programming as well as the necessary funds to purchase materials that make the town eligible for library certification and the accompanying state aid, which is \$6,111 for Fiscal year 2012.

As part of a five-year Strategic Plan filed with the Massachusetts Board of Library Commissioners, a yearly Action Plan helps to direct library activities and resources. This dynamic plan responds to the information, reading and technology needs of the community. Reading and free access to information and technology in a safe and comfortable setting is the overarching mission of the library. Complying by submitting these plans enables the town to apply for federal funding that is administered by the Massachusetts Board of Library Commissioners (MBLC). This LSTA funding is the source for the library's two-year 'Tweens and Teens grant that began in October 2012. The goal of the grant is to enhance services to students ages 12-18.

Staffing levels have been relatively stable, while at the same time patron activity at the library has increased in many ways. The number of library card holders in Mattapoisett has grown from 4,759 in 2011 to 5,071 in 2012. The facility continues to be open 40 hours per week, Tuesday through Saturday, including two evenings. For the calendar year ending in December 2012, a total of 70,991 items circulated, which is 1,001 more items than the same period in the prior year.

The circulation staff includes adult services librarian Elizabeth Sherry, and library assistants Katherine Daener, Anne Bernard, Lynn Haugen, Christine Hoffman and Jeanette Webb. Nancy Lopes, as library page, ensures that all library materials are returned to the shelves in good order, with the help of a crew of able volunteers. Rebecca Duncan, with the assistance of Christine Hoffman, processes all items added to the collection, whether purchases or donations. The library facility is maintained by our very capable part-time custodian Raymond Rose.

Increasing demand for ebooks and audiobooks has redirected some of the library's resources from print to other formats. However, at this time most patrons remain

committed to print and so circulation of print materials continued to increase. Staff installed software on one workstation to facilitate downloading books and music, and promoted this to the public. Workshops continue to be held on an ongoing basis to facilitate learning new technologies for patrons with new ereaders and tablets. Since many publishers will not make ebooks available to libraries, the titles available continue to be limited and expensive for the library network. These new technologies have been exciting to introduce and promote. The library owns several devices, which enables patrons to try them out before deciding whether or not to purchase one.

The busy children's department is staffed by Children's Librarian Linda Burke, Lynn Haugen, Mary Ann Amoruso and Christine Hoffman, Dozens of talented and dedicated volunteers provide assistance in a variety of ways during the year and for the summer reading program. Story times are held throughout the year for toddlers and preschoolers, and special events and programs add to the fun for children of all ages and their families. The summer reading program "Dream Big: Read!" offered many and varied events for children and youth from toddlers to high school students. The support of the Friends, volunteers, and gifts from local businesses enhanced all our programs. Approximately 210 children 11 years old and younger participated in the summer reading program.

### **Community Center**

Many local and regional organizations and town boards used the library's meeting room. The facility is comfortable and convenient for meetings, and features an easy-to-use audiovisual set-up. Most library programs take place here, especially for adults. The room is in great demand, especially during the two evenings the library is open after 5 pm. Civic discussions held at the library bring in citizens from town and the region to engage in conversation ranging from foreign affairs to environmental preservation. The library is pleased to provide meeting space to the Mattapoissett Land Trust, the Mattapoissett Women's Club, Great Decisions Discussion Group, and The Nasketucket Bird Club, among others.

The public schools collaborate with the library in many ways, including the sharing of reading lists and assignments. The library staff does it best to make the summer reading list books of area school available in a variety of formats. The school staff was helpful in offering access to student opinion as the library staff formulated its needs assessment for the "Tweens and Teens grant.

Local information is available year round to Mattapoissett residents. Town postings, town meeting warrants, voter registration forms, notices from the Board of Health and many other departments are available at the library. Public health notices are prominently displayed, and support information is gathered for the benefit of the public.

The library offers Internet access on six workstations and also wireless access throughout the building. Printing, photocopying and fax service is available for a nominal charge. The library's website allows remote access twenty-four hours a day to newspapers, databases, and the online SAILS catalog. A valid library card and PIN are needed to log on. Patrons are

able to check their accounts, renew materials, and update their contact information remotely. They can reserve materials and be called or contacted by email when the titles arrive for pick up. A regularly updated facebook page further enables the library to inform the public on daily programs and new services.

### **Friends of the Mattapoisett Library, Mattapoisett Library Trust, Library Board of Trustees and Volunteers**

Again this year the library has benefitted greatly from the effort of the Friends and volunteers. Generous funding and hundreds of hours contribute to busy level of programming and materials maintenance provided by the staff.

The support of the Library Trust also supplements the town appropriation in significant ways, making possible additional materials purchases and also repairs and improvements to the facility. The community's generous response to the Annual Appeal funds these important needs.

Volunteers are the mainstay of keeping up with the flow of library work. Regular trainings are held for adults and students who wish to assist the library staff in any of a number of ways. Once a year, volunteers are recognized at a reception hosted by the staff and trustees. The enthusiasm and talent of library volunteers enhances the collection, the facility and library programs.

The six-member library Board of Trustees devotes many hours to working with the library director to make best use of the town's resources. The trustees set policy and ensure that the library maintains state standards for excellence so that all Mattapoisett citizens, residents of the Commonwealth, and town visitors have the best possible library experience. Thank you to Jennifer McIntire who completed her term of service as a trustee. The Board welcomed new trustee William Asci who was elected in May 2012.

Each year the library strives to meet the information and reading needs and preferences of the local community with the assistance of other department staff, the town administrator, and the Board of Selectmen. I thank them for their strong support of library services to our citizens.

Respectfully submitted,

Susan Pizzolato  
Library Director