

## **Presentation to BOS**

**History:** The library first opened in 1881 in a building where Jarmo's is now. It has been, over the years, at the Riverside Building (where the Bean House is now) on Nason St, on another location on Nason St, in the Town Building & in its current location on Nason St.

**Current holdings:** 80,199 (the projected maximum collection size for the building was 72,000).

**No. of Card holders:** 5,014. 4,342 of these are Maynard residents.

**Building size:** 24,300 SF.

**Governing Body:** Board of Library Trustees

**Governing Document:** The library's long range (5 year) plan. This needs to be revised in 2021. The 2016 plan identified 2 unmet needs: 1) staff time dedicated to working with library staff and the Friends to manage and implement public programs, and more staff time dedicated to onsite technology. At present, we are working toward these goals without adding staff.

**Staff:** 7.5 FTE, which includes the Director, Assistant Director, Administrative Assistant, the Reference Librarian, The Circulation Assistant, Children's Librarian, Young Adult Librarian, and pages. The state recommendation is 1 FTE per 1,000 residents.

**State Requirements:** In order to qualify for state awards, the library must be open a minimum of 40 hours weekly during the academic year, with weekend and evening hours available. It is currently open 46 hours per week. The town appropriation must increase by a minimum of 2.5 percent. We must also expend the equivalent of 16% of the annual town appropriation on materials (books, DVDs, things the public can borrow). We must also loan our materials to other libraries that are certified by the state. State certification is awarded when a municipality meets these requirements.

**State Funding:** The state rewards municipalities who comply by giving an annual award (about 14,000 dollars). In addition, we generally receive additional awards ranging from 5000-7500 dollars most years. In 2002 we received a 2.2 million dollar award to supplement the new library building costs.

**Budget:** FY 19 \$ 524,005 plus costs to operate the building and the database fee (Minuteman assessment) as a town appropriation. The library generally receives a \$500 dollar award to supplement the cost of the Summer Concert. We also receive awards from the Friends of the MPL.

**Circulation:** Total circulation for 2018 was 270,917. 55,914 books circulated. 3,365 audio books also went out. 11,936 items went out through the Overdrive (downloadable) program. 15,244 DVDs also circulated. 3,946 CDs also went out. There were 2,044 Freegal music downloads. 1,014 museum passes went out as well. 19,860 items were routed in for Maynard patrons to borrow and 22,010 items were routed out for patrons of other communities to use. 79,126 items were discharged. 11,352 items went out through the self-check program. 389 new cards were registered and there were 2,416 computer log-ins. The library's wireless was accessed 8,622 times, the Newsbank program 194 times, and Ancestry.Com was logged into 4,473 times. The state average for material circulation is 7 items per resident. In Maynard it is approximately 9 items per resident.

**Programs:** We offer 6 children's programs a week, 1 teen program, and 1-2 programs for adults each month. The Friends also offer 1-2 programs each month. All told, Library sponsored 367 programs in 2018. These programs included Story Times, Toy Times, Photography Club, Arts programs, Reference programs Author visits, Cooking programs and many others. 5,714 people attended these programs.

**Festivals:** We hold annual festivals, including the Maynard Book Festival in spring, the Summer Concert, and a Comicon in fall/ winter.

**Meetings: Meeting Rooms:** There were 576 meetings held in the Maynard Public Library in 2018, compared to 401 meeting in 2017. At present, we have surpassed the 2018 number of meetings and there are 2 months left in the fiscal year.

**Tutoring Sessions:** There were 171 sessions held, tutoring 524 students. The library also hosted 2 ongoing ELL classes.

**Trends:** Patrons continue to value traditional services such as borrowing books and attending programs. Online programs are showing great use and dramatic increases each year. The library has become a critical place for public meetings as well as classes in English as a second language, crafting, speakers, concerts, civic groups such as the Girl Scouts, new dads, etc. Managing meeting is a growing part of what the community expects from the public library. It may become necessary at some point to add part time staff to implement and facilitate the meeting program at the library,