



Director's Report to Wilton Library Trustees December 2009

Our vision: *The center for discovery in the heart of our community.*

Our mission: *Informed and inspired minds, enriched and connected lives.*

Staff

- A nucleus group of our Integrated Library System Task Force met to view and participate in a webinar led by expert Marshall Breeding on ILS comparisons – we will expand the group within the next couple of months to begin a systematic and extensive information-gathering and evaluation process that will serve to guide our migration/upgrade decision (likely in 2011-2012).
- Mary Anne Franco visited Darien, Westport, and New Canaan libraries to view their self-check furniture so we can design improved housing for our two machines that will encourage more usage.
- Training took place on PowerPoint 2007 for members of the Children's and Teen staff.
- Karen Zeibak and Elaine Tai Lauria (with other members of the Circulation Roundtable group for Fairfield County) compiled and distributed a spreadsheet detailing all fines/fees charged in the area. We will use this data to make a recommendation regarding raising Wilton's fees.
- Carolyn Benjamin and I attended the Connecticut Library Association meeting. Lauren McLaughlin and I attended the Fairfield County Library Administrators Group.
- Many of our staff members participated with other community groups in collaborative planning: Sally Gemmill with the Go Green Festival Committee, Janet Crystal with the Wilton Historical Society and National Eating Disorders Association, Andrea Falkner and I with SPED*NET, Mary Anne Franco with Diane Wilson and the Boy Scouts (which resulted in volunteer work by the kids in return for training toward a badge), and Susan Lauricella and I with Vision 2020.
- Research and analysis continued on study room rentals and increases in late fees and copy/printing charges.

Program & Service Highlights

- We learned very late in the month that our coordinator for VITA (IRS volunteer tax preparation program) would not be able to run the Wilton Library program. Despite efforts to find a replacement, we had to "pull the plug" on the program – and called upon our good relations with the news media to get the word out. We will refer those who inquire to other programs in the area.

Circulation and Usage Statistics

- Circulation for July through December was up 6.6% over last year for the same period. Our teen collection led the way with a 9.5% increase, children's materials circulated 2.4% more, and adult materials went out 9.2% more.
- Our website visits (349,637 year-to-date) are above last year's total, up 5.4% from July-December this year over last.
- Library visits totaled 145,002 for July through December, up 6.8% over the same period last year.
- We had 586 drive-thru visits during December, up 46% over December 2008 – bad weather was an influence.
- Other indications of increased year to date usage include in-house use of books/magazines – up 13%, reference questions – up 21%, and computer use – up 9%.
- During December we had 18 adult programs (1,179 attendees), 5 teen programs (66 attendees), and 24 children's programs (606 attendees), for a total of 47 programs with 1,851 attending. Highest attendance figures were tallied for
- Room rental charges in December totaled \$1,300.

Technology

- After dealing with a virus issue earlier in the month, we had a switch failure and replacement to deal with over the holidays – thanks to Mary Anne Franco and Dave Palmieri for keeping us up and running during this significant challenge.
- Added an iPod to our A/V inventory – allowing us to provide music in a more secure and flexible way for our

own events and rentals.

- Began work on “auto attendant” feature of our phone system in anticipation of a reduction in staff at the front desk. Continued research on DVD checkout potential at the self-check stations, currently a barrier to use.

Building & Grounds

- We initiated a Library-wide cleanup of all staff, public, and storage areas, installing new shelves and organizing our work and storage spaces. Cleanup extended to files on shared network drives and will extend throughout January.
- We replaced the warped flooring in the Children’s Story/Craft Room – taking up the base and installing new carpet.
- The design phase began for a new mural in the Children’s Library “book nook.”

Development

- Our Annual Friends holiday (aka, Glogg Party) was a great success, with over 200 attendees.
- The Christmas booksale brought in over \$8,000 and our Giving Tree