



October 28, 2009

Director's Report to Wilton Library Trustees

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

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

Staff

- G Our technology assistant, Ryan Fisher, will be dropping back to part-time and fulfilling his webmaster duties from Italy where he will be living for the next 6 months. We have advertised for a part-time replacement to handle helpdesk and other responsibilities in the interim.
- G Staff members have been trained on Word and Excel 2007.
- G Several shadowing assignments have been completed and more are in the works for future weeks.
- G Carol Becker has joined the Circulation department as a part-time employee, much to everyone's delight. Krishna Wangneo, a valued volunteer, has been hired to shelve materials on a part-time basis. Both hires filled positions that were open due to resignations.
- G Carolyn Benjamin was elected and has begun serving as the regional representative on the CLA Board.
- G Several staff members attended a webinar on Transparent Language software.

Program & Service Highlights

- G Publicity for the Library has a new outlet in the online Wilton Patch "newspaper." Janet has forged a good relationship with the editor, Christian Camerota, and the Library has benefitted from his frequent coverage of our events. In spite of the shrinking of the Wilton Villager and Wilton Bulletin, we continue to get good coverage due to her efforts.
- G Discover Day and the Children's Book Sale brought hundreds into the building on the weekend of September 11-12. We are evaluating and discussing the Discovery Day -- and expect to alter it next year to bring other organizations into a sort of fair that celebrates the culture, resources and traditions of the town.
- G Our Teen Department worked throughout the month on upcoming collaborative efforts Crosstown Express, and the screening of *No Kidding, Me Too*. They also established a Teen Advisory Group (TAG) and held the first meeting.
- G Hundreds attended the Wilton Farmers' Market each Wednesday during this final month.
- G ESL classes began twice a week at the Library in collaboration with Westport Continuing Education.
- G A birthday party for Raoul Dahl drew 237 children and parents. Our Teddy Bear Picnics drew a total of 47 children and provided terrific photo ops for the papers. Fall story times began with record attendance for 1s and 2s.
- G Authors Po Bronson and Julia Glass visited the Library and spoke to audiences of 50-75 people.
- G Classes in Word and Excel 2007 were offered both to staff and the public.
- G The periodically necessary but always difficult shift of picture books in our Children's Library has begun to better allocate space in alignment with the collection.
- G Our fish tank arrived and the three residents are "conditioning" the water. Interest abounds!

Circulation and Usage Statistics

- G Circulation for July-September 2009 was up 8% over the same period in 2008.
- G Visitors for July-September 2009 were up 7% over last year from 70,997 to 75,754.
- G September was a record month for the drive thru, with 585 visits averaging 21 per day.
- G Self-check usage is climbing steadily and we are actively promoting its use in both the Gallery and Children's Library.
- G For the first quarter, we had 67 adult programs (5,775 attendees), 26 teen programs (338 attendees), and 141 children's programs (3,020 attendees), for a total of 234 programs (up 51% over FY'08) with 9,999 attending (up 50%). These increases reflect the more robust calendar we planned for August in anticipation of more "stay-cations."
- G We charged over \$1,155 in room rental fees in September and had 150 uses of our study rooms during the month.

Technology

- G We changed our Web server architecture to improve performance that had been hampered by server/software incompatibilities.
- G The Brubeck Room rewiring project is underway to improve quality and control of our sound system.
- G A complete inventory of our equipment and 5-year strategic plan was completed.

Construction, Building and Maintenance

- G Our building sign was installed and work has begun on the site sign to replace the battered one on Old Ridgfield Road.

Development

- G We held receptions for longtime donors (10 years+) and our most generous donors (\$1K+ in FY'09) and introduced the Cornerstone Society, our planned giving campaign.
- G The Ladies' Soirée was very successful with many new faces and a net of approximately \$12,000.
- G Development's Discovery Day presence was to have featured the launch of a major fundraising initiative to put 200 solar panels on our roof. At the 11th hour we discovered that the projected numbers provided by NXG Solar -- that 200 panels would provide 90% of our annual energy needs -- were completely wrong. In reality, 200 panels would provide approximately 14% of our annual needs. The initiative was called off indefinitely.