



November 18, 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 We hired Lynn McNulty (with experience in book stores and schools and skilled in audiovisual and computer equipment troubleshooting) to fill a part-time position in our Network Services Department.
- G Our Media Librarian, Melissa Friedman was married in October!
- G Reference librarian Rick Frisone attended a workshop on library security presented by the CT Library Consortium.
- G Staff members continued to take advantage of training in Word and Excel 2007.
- G Andrea Falkner, Head of Children's Services, attended Westport Library's Rabbit Hill Festival of Literature.

### Program & Service Highlights

- G Teens took part in a pumpkin carving contest while listening to Halloween tunes. Prizes were awarded for the funniest, scariest and most original. Photo ops abounded for the local press.
- G The Library took part in a community event at the Clune Center for teens and adults concerning mental health.
- G "Connecticut Shelf" materials were dispersed to other collections (non-fiction, History Room), giving our World Languages materials a bit of breathing room.
- G Our Lady of Fatima now receives and incorporates our program descriptions on its website, joining a list of other schools. The Friends School and Community Nursery School both visited and toured the Library.
- G An improvement in the process for cleaning DVDs began to make locating them between intake and shelving easier.
- G Our "Welcome" brochure was updated and placed in packets distributed to new cardholders and via Welcome Wagon.
- G Our computer classes continue to full houses – Basic Word 2007, Excel 2007, and Facebook training took place in October. ESL classes and Driver Safety instruction were offered as well.
- G Dr. Joanna Ecke had more than 30 participants for her poetry seminar this fall – a lively and literate crowd!
- G Record attendance has been logged for the Wonderful Ones & Twos story times this fall (more than 50 each session).
- G Haunted Library events were a smash hit – with over 100 kids attending in two age-appropriate sessions. Kudos to staff members who joined forces to provide scary fun. Over 600 children stopped by the Library to show off costumes and
- G The ever-popular Tales to Tails program allowed 43 kids to read to furry listeners who mostly paid polite attention.

### Circulation and Usage Statistics

- G Circulation for July-October 2009 was up 8.5% over the same period in 2008.
- G Visitors for July-October 2009 were up 8.4% over last year from 92,799 to 100,574.
- G October was a record month for the drive thru, with 650 visits with several days logging 30 or more customers.
- G We had 320 programs from July –October 2009 (113 for adults, 30 for teens, and 177 for kids) with a total of 13,067 in attendance (6,935 adults, 659 teens, and 5,473 kids). Programs were up 31% for this period and attendance went up 41%.
- G Other year to date comparisons (2009 over 2008) showed computer use up 11 %, in-house use of materials up 17%, room rentals up 70%, and reference questions up 20%.
- G We charged over \$2,800 in room rental fees in October and had 252 uses of our study rooms during the month. Room rentals included election-related events by the Republican and Democratic town committees, the Miller/Driscoll Parents Social, a recital, a bat mitzvah, two bar mitzvahs, three condo association meetings, and a Miami University student reception. Rooms were provided at no charge for the Wilton Police Chief's installation, the Chamber of Commerce Annual Meeting, and meetings of the Domestic Violence Task Force, CERT, and the Energy Commission.

### Technology

- G Our virus protection software and the Network Services staff were put to the test as a nasty bug tried to get into our system – all computers and servers were cleaned over several days to eradicate the threat.
- G We are now once again able to provide reliable statistics on web site usage and will update the year-to-date totals in the next report. A change in the configuration of the web server made this restoration of function possible.
- G We have begun to gather staff notes about our integrated library system software (ILS) to aid the task force that will start in January a methodical review of upgrade/migration alternatives.

### Construction, Building and Maintenance

- G The battered site sign was removed and production of the new sign has begun. Landscaping and lighting have been planned and we hope to complete the project by the new year.
- G A small roof leak is being investigated and treated in the vicinity of our old fireplace's chimney.
- G The gas fireplace remains a problem – even after extensive work done on it this summer and fall.

### Development

- G Work on the 2008-09 Annual Report continued, as did preparation for the Annual Appeal mailing in November.
- G Fundraisers Donna Ferries and Lydia Wallis brought in hundreds of dollars through sales of bulbs, peonies, and plants.
- G We received another generous donation of \$25,000 from the Sheldon T. Shoff Charitable Trust in Memory of Louise E. Shoff (to pay for the design, manufacture, lighting, landscaping and installation of our new site sign).