

STATE OF THE TOWN REPORT LIBRARY TRUSTEES

SUMMARY OF FY 09 ACCOMPLISHMENTS

Library Statistics

- Circulation of library materials increased 12.5% from FY08 (152,856) to FY09 (172,019).
- Reference questions were up 3% from FY08 (3,873) to FY09 (3,982).
- The population of Lincoln is 5,505. Attendance in the library was up 32% from FY08 (62,415) to FY09 (82,393, a new record). This is an amazing figure when one considers that Library Lane has just 22 parking spaces.
- There are 10.6 FTEs working at the library.
- Total holdings at the library for FY09 is 98,418 (65,010 for adults and 33,408 for children), which is an increase of 1,917 items or a 2% increase over FY08 (96,501). Of these 98,418 items, 79,548 are books, 897 are periodicals, 8,708 are audio materials, 5,430 are DVDs or videos, and 2,886 are downloadable audio books.
- Museum pass usage rose from 576 passes in FY08 to 675 passes in FY09, which is a 17% increase. Patrons can now reserve museum passes themselves over the Internet.

Programs

- Funding for nearly all of the library's programs comes from the Friends of the Lincoln Library.
- Attendance at library programs increased 3% from FY08 (8,213) to FY09 (8,442).
- The Friends of the Lincoln Library and the library trustees hosted an Open House on October 26, 2008 to showcase the library's programs.
- Children's programs were attended by 6,063 children ages 1 through 19.
- Continued successful storytimes for ages one through five.
- Continued two successful book discussion groups for children in grades three through five.
- The Summer Reading program for 2009 was Starship @ Your Library and featured programs with an outer space theme. Approximately 150 children participated in the Summer Reading program.
- Adult programs attendance was 2,379.
- Classic Jazz finished its 26th season with a concert at Bemis Hall.
- Continued two successful book discussion groups for adults: The Friday Morning book group (29 years old) and the Mystery Mondays book group (5 years old).
- A new program, Career Round Table, began in February 2009. Its purpose is to help interested residents to redesign or restart their careers.
- The Write Stuff, a twice-monthly meeting of writers who plan to publish their work, is going strong after five years.
- PhotoShare, a monthly meeting of photographers and their fans completed its third year.
- Continued special programs for children and adults.
- New artists each month exhibited their work in the gallery, Stay-Put-Coffee-Spot and the glass case in the lobby.
- The library participates in town wide events like July 4, Memorial Day, and Winter Carnival.

Initiatives

- The library's Technology Plan was completed in FY09. Members of the Technology Planning Committee included library staff, a Trustee, residents, and the Town's IT Director, Chuck Miller. This committee has been renamed to the Technology Committee and is implementing the plan.
- The current technology project is to improve the speed and service area of the library's wireless Internet network.
- The library's Crisis/Emergency Plan was completed in FY09 by staff from both the police and library departments.
- The Teen Advisory Group worked with Children's Room staff to redecorate the YA room. Now that the room is more appealing to kids, more of them are using this room. (Money for this project was donated by the Friends of the Lincoln Library.)
- The library worked with the Green Technology Committee to decrease the library's energy usage.
- The Homework Center, a joint project with the Lincoln Public Schools and funded by the Friends of the Lincoln Library, is getting a lot of use. Children like to use the same kind of Macs that are in their classrooms.
- Disaster Recovery Center – The Massachusetts Emergency Management Agency and the Massachusetts Board of Library Commissioners have initiated a pilot project to locate Disaster Recovery Centers in libraries. If there is an emergency in Lincoln, the Federal Emergency Management Agency staff could set up at the library and provide information about applying for FEMA funding to pay for repairs.
- Web 2.0 – library staff received Web 2.0 training. The library now has a presence on Facebook and MySpace. Patrons can book reservations for museum passes themselves over the Internet.
- Website – Up to date information about library events and programs is put on the library's web site, www.lincolnpl.org.
- The library has teamed up with the Town Clerk's Office to collaborate on the Town Archives, which is housed in both the library's vault and the Town Office's vault.

Local History

- The library's archival vault was expanded and renovated.
- Marie Wasnock began work as the library's first professional archivist.
- The Town Archives Advisory Committee met and gave their advice about policies for using archival materials at the library.
- The Town Archives received a \$8,575 grant from the Community Preservation Committee to preserve and digitize the Eleazer Brooks scrapbook.
- A database of Lincoln obituaries was made available on the library's web site. Coverage includes the Lincoln Journal, Concord Journal and many Fence Viewer obituaries dating back to 1959.

Building Upgrades

- The library's vault was expanded and renovated.
- New carpet was installed in the Children's Room and staff work room.
- Fire sprinklers were installed in the basement and staff work room.
- A standpipe was installed in the fire stairway.

- Elevator smoke vent upgrade – a motorized damper was installed which opens during a fire alarm. Before this upgrade, the library only had an opening to the outside with a louver covering.
- Increased the download speed of the library’s wireless Internet network to 20MB.

GOALS FOR FY10

- Co-host a newcomers/oldtimers welcoming brunch on October 18, 2009 with the Friends of the Lincoln Library.
- Co-host with the Friends of the Lincoln Library, a vault re-opening party on November 1, 2009
- Create FY11 budgets to support services and maintain the building
- Implement the long range plan
- Continue working with the Town Archives Advisory Committee to improve services supporting archival materials in the Lincoln Town Archives
- Expand the library’s wireless network service area
- Work with the Town’s Green Committee to make the library building “greener”
- Improve the website by adding more pages and keeping the content current
- Begin an online newsletter to promote the library’s programs and services
- Continue training staff to improve services
- Continue running a successful library