

J. V. FLETCHER LIBRARY DEPARTMENT

FY 2016 was notable for the J. V. Fletcher Library's launch of new initiatives, collections, services and expanded programs to the Westford public, including:

- Playaway Launchpads
- *Print From Anywhere*
- Library's Twitter Feed
- Westford Seed Library
- Death Café
- Commonwealth Catalog



*Ellen Rainville, Library
Director*

Planning and Design Grant and the Library Facility Needs Committee:

Since December 2014, the Library Facility Needs Committee (comprising elected Library Trustees and members of the Permanent Town Building Committee) has met 36 times to achieve the targets of the two-year Planning & Design Grant. The Library Facility Needs Committee has:

- Completed a comprehensive Massachusetts Board of Library Commissioners (MBLC) Library Building Program
- Hired an Owners Project Manager and an Architectural Firm [Finegold Alexander Architects]
- Considered five (5) alternate sites
- Considered multiple library design options
- Conducted surveying, wetlands delineation, test boring and geo-technical testing
- Conducted a Hazardous Materials Survey
- Hired two independent Cost Estimators to calculate estimated project costs
- Met with multiple Town Boards and Commissions, and Technical Review Staff for input and guidance

Given a supportive vote to proceed at Fall Special Town Meeting 2016, the Library will develop and submit a Massachusetts Public Library Construction Project Grant due in January 2017.

*"Thank you for a wonderful time at
your Harry Potter Birthday Party."
Sent from a patron iPhone*

Programs:

Exciting and new Youth Services programming in FY2016 included:

- Library Miniature Golf (funded by the KDK Foundation in memory of Kurt Kelly)
- Librarian-led Minion Party
- Library Book Clubs K-6
- Halloween Safety Storytime with Officer Brandon Holmes
- SNAP Circuits and iROBOT [STEM programs]
- Random Fandom, Zentangle and Manga
- Drop-in LEGO and GIANT Games
- Henna and Zentangle Workshop
- Masterpeace Dog Training



- Creatures Teachers Live Animals
- Graffiti Art Workshop
- 4H Rabbit and Cavy Club Meet and Greet
- A Ghost in the Attic (funded by the KDK Foundation in memory of Kurt Kelly)
- Harry Potter Birthday Party
- Mini-Masters Art Book Club

Adult programming offered the monthly *Library Book Discussion Group*, the *Cook Book Club*, the *Monday Mystery Book Club*, weekly *English Conversation Circle*, *Adult Coloring Party*, *Knitting Group* and the *Westford Job Seekers Network* hosting free weekly motivational and practical sessions to job seekers. In April this group co-hosted with the Small Business Administration a full-day free workshop on successful start-ups. Adult programs increased by 36%, with a sampling below:

- Armchair Travel to China and Tibet
- An Evening in Iran
- The Refugee Crisis
- Sounds of the Season with the Merrimack Valley Chorus
- 3-D Printing
- Death Cafe
- Pastel Paint Like the Masters: Van Gogh's Sunflowers
- Musical Duo —Two Old Friends
- Meet Your Muslim Neighbors
- Internet Privacy for PCs with Alison Macrina from the Library Freedom Project
- Introduction to Green Burials



The three Summer Reading Programs (child, tween and adult) netted almost 2,500 registrants from June 2015 through August 2015, with thousands of program attendees. The 2015 state-wide reading themes were: *Every Hero Has a Story* (Juvenile); *Unmask* (Tween/Teen) and, *Escape the Ordinary* (Adult). This program-packed summer read-fest generated our highest circulation ever, and was funded by the Friends of the J. V. Fletcher Library, Inc. and the Massachusetts Library System.

Gift- and Grant-Funded Initiatives and Awards:

Again in FY 2016, the Friends of the J. V. Fletcher Library Inc. supplemented the materials budget with more than \$25,000 in funds, and one-half of the Library's MVLC annual membership was paid via State Aid to Public Libraries funds. The Library thanks those gracious donors who gave to the Friends' fall 2015 "*LIBRARY – 24/7*" campaign to fund raise and to supplement Town funds for new media and technology purchases. The Friends are also thanked for funding multiple museum passes, all library programming, the annual Wishlist and for ALL the ways their support expands and enhances daily Library service.

We thank the Westford Garden Club for underwriting the gift of passes to the attractive *Tower Hill Botanic Garden* facility in Boylston and for maintaining the Library's Main Street entrance with such beautiful, seasonal plantings! The Library and families of Westford thank the KDK Foundation (Kurt Kelly Hockey Memorial Fund) for funding the extremely-popular mid-winter 9-Hole Mini-Golf Tournament in the Library, as well as our Halloween Storyteller, Tony Toledo! We additionally thank Eagle Scout Will



O’Neal of Scout Troop 159 for the wonderful addition of a *Westford Seed Catalog* in the lower hallway. The Library won First Place in the Westford Festival of Trees for the Harry Potter Forbidden Forest submittal! Library Director Ellen Rainville was awarded the MLA Hall of Fame Award at the 2016 Massachusetts Library Association (MLA) Conference for her contributions to MLA and to the library profession.

Memento Mori: The Library Trustees and Staff here share a tribute to late Trustees and Advocates Jack Wrobel and Richard Bennett, both of whom passed in 2016 after years of library advocacy and support. The Browsing Room now hosts the statue “*Great Expectations*” given by the friends and family of Jack Wrobel in his honor.

Administrative, Personnel and Volunteer News:

The Library thanks all staff here for their creativity and teamwork, as Library programming, circulation and attendance continued to increase. We also thank here the many volunteers – both adult and juvenile – who assist us and particularly note the *Link to Literacy* program, under coordinator/volunteer Elizabeth Elliott, which pairs tutors and pupils in English as a Second Language and basic literacy tutoring, and performs a vital service to residents and tutees.

“Thank you so much for not just listening to my request but going above and beyond.” *Patron Email*

Professional Development and Town Civic Activity:

Library staff continued to be active in various professional organizations, with Director Ellen Rainville serving as MVLC Treasurer and on the MLA Executive Board. Staff Professional Development included participation in the following professional associations or activities, and the Board of Library Trustees is here thanked for their sponsorship of professional memberships, development and activity which results in an improved library experience for the Westford public:

- MLA (Massachusetts Library Association)
- MSLA (Massachusetts School Library Association)
- Merrimack Valley Library Consortium (MVLC)
- NELA (New England Library Association)
- TEEN Summit
- ALA (American Library Association)
- YALSA (Young Adult Library Services Association)
- Staff Development Training on Intellectual Freedom; Emergency Procedures

Planning for a 21st Century Library:

The proposed schematic design devotes almost all new space to the public and to the residents who use it most. This Library design:

- More than doubles the space for children
- Triples the space for young adults and emerging adults
- Doubles public meeting spaces
- Centralizes Circulation functions
- Increases silent and collaborative study options
- Offers improved technology & spaces to accommodate future trends and uses

- Offers improved traffic flow & increased parking
- Is fully handicapped-accessible and meets current fire, safety and building codes



The Town is now poised to apply for the competitive Commonwealth's *Public Library Construction Project* grant round due January 26, 2017; potentially the Fletcher Library could be wait-listed until 2020, with actual construction slated for 2022 or beyond.

Facility Maintenance:

In FY 2016 the Library tackled systems and maintenance issues within the facility:

- A grant-funded energy-efficient lighting upgrade
- 268 Ballasts replaced
- Heat pumps #8 and #9 repaired
- Frozen pipes addressed
- Participant in the Town Center Traffic Study
- Friends-funded *new public Computer Task Chairs*

Library Staffing FY 2016:

Director — Ellen D. Rainville

Asst. Director — India Nolen

Senior Librarians:

Head of Circulation — Holly Sheridan-Pritchard

Head of Youth Services — Nancy Boutet

Head of Reference & Information Services — Kristina Leedberg

Automation/Systems/Head of Technical Services — Dina Kanabar

Staff Librarians:

ILL/Serials Librarian — Sarah Regan

Young Adult Specialist/Asst. Youth Services — Kira McGann

Local History/Genealogist — Virginia Moore

Head Cataloger — Alla Brovina

Substitute — Sandy Kelly; Kara Schwartz

Library Associates:

Cataloger/Data Entry — Charles Schweppe

Fine Arts Librarian/Acquisitions/Fund Accounting — Carol McCahon

Juvenile Reference/Program Assistants — Ellen Apicco; Jacki Dibble; Seana Rabbito

Circulation and Reader's Advisory — Jean Butler; Laura Fowler; Mayleen Kelley;

Judy Madsen; Paula McWilliams; Deborah Santoro; Chantale Shepard

Substitute — Amy Spadano

Library Technicians:

Order and Acquisition Receiving — Nancy Barrett (*resigned 11.30.15*); Lauren Evans

Inter-Library Loan Support — Jeanne Millet; David Wesson

Substitute — Mary Boutet

Maintenance Worker I — Dennis Mulligan

Maintenance Worker II — Joseph Burke; Carole Climo

Office Manager — Zoe Daniel

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