

J. V. FLETCHER LIBRARY DEPARTMENT

This Library Report is dedicated to Dennis Mulligan, who retired in December 2016 after twelve years of dedicated public service to the Westford community.

Ellen Rainville, Library
Director

FY 2017 was notable for the J. V. Fletcher Library's launch of new initiatives, collections, services, technology and expanded programs to the Westford public, including:

- Commonwealth Catalog
- New OPAC PC's
- New WiFi infrastructure and technology advances
- Patron device-charging stations
- New Symphony MVLC Network software
- Expanded programming for all ages
- Additional circulating Telescope

Massachusetts Public Library Construction Project Grant:

Since December 2014, the Library Facility Needs Committee (comprising elected Library Trustees and members of the Permanent Town Building Committee) met to achieve the targets of the two-year *Planning & Design Grant* and poise the municipality for applying for a Massachusetts Board of Library Commissioners Massachusetts *Public Library Construction Project Grant* due January 26, 2017.



Given an unanimous vote to proceed at Fall Special Town Meeting October 17, 2016 the Library developed and submitted a Massachusetts Public Library Construction Project Grant due in January 2017. The Town of Westford is now a waitlisted project [number 15], in line for \$7,851,944 million in grant funds; this assumes future Town votes in favor of proceeding with this project (slated for potentially 2021 or 2022). The submitted schematic design devotes almost all new space to the public and to the residents who use it most. The Library held a Design Open House throughout the summer of 2016 highlighting the following 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

Young Programs:

Exciting and new Youth Services programming in FY 2017 included:

- Library Miniature Golf (funded by the KDK Foundation in memory of Kurt Kelly)
- Library Book Clubs K-6

"Kudos to the team that brings so many FABULOUS kids programs to the library throughout the year!! Patron Email

- Expanded STEM program
- SNAP Circuits, OZOBOTS and iROBOT [STEM programs]
- Drop-in LEGO and GIANT Games
- Scooby Doo Library Mystery
- Make and Take Mondays
- Chinese New Year Rooster Craft
- Zentangle and Henna Programs
- Book Buzz Book Club
- Teen and Tween Project Runway Program
- Pet a Bunny-4H Rabbit and Cavy Club Meet and Greet
- Ukulele Program
- Rolie Polie Guacamole (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. For Women’s History Month, WJSN celebrated Trailblazing Women in Labor and Business and invited women speakers who had successfully challenged the role of women in both business and the paid labor force. Adult programs increased by **75%**, with a sampling below:

- 📖 Boys in the Boat
- 📖 Winterizing Your Garden
- 📖 An Evening in Nepal
- 📖 Edwardian Christmas Tea
- 📖 Wicked Pissed: New England Feuds with Ted Reinstein
- 📖 Indian Film Series
- 📖 Planning Your Spring Garden
- 📖 Autism Adulthood
- 📖 Angels in Human Skin
- 📖 Quadcopter Drones
- 📖 Meet Your Muslim Neighbors: Celebrating Ramadan
- 📖 Brainstorm Your College Essay and Applying to College

“Thanks to our extended family at the library for...keeping all of these kids excited about reading!” **Patron Email**

The three Summer Reading Programs (child, tween and adult) netted 2,400 registrants from June 2016 through August 2016, with thousands of program attendees. The 2016 state-wide reading themes were: *Go Bananas: Read!* (Juvenile); *Get in the Game* (Tween/Teen) and, *Exercise Your Mind Read* (Adult). This program-packed summer read-fest is the engine for our busiest season of the year 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 FY2017, the Friends of the J. V. Fletcher Library Inc. supplemented the materials budget with almost \$20,000 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 2016 "BOOKS & BYTES" 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 and bountiful plantings! The Library is most grateful for a generous donation of Sargent Family memorabilia. 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, two other fun-filled programs! A most generous gift of \$5,000 was received from local business Logan Data, Inc. for the *Westford Job Seekers Network* programming and offerings to continue and expand. The Library won First Place in the Westford Festival of Trees for its Dr. Seuss-themed submittal!



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.

Professional Development and Town Civic Activity:

"Love the Cook Book Club!" Library Suggestion Book

Library staff continued to be active in various professional organizations, with Director Ellen Rainville serving as MVLC Treasurer and on the MLA Executive Board. She additionally attended the first NELLIS II Summit for seasoned librarians. 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:

- ALA (American Library Association) and ALA Advocacy Bootcamp
- Assistant Director's Forum
- MLA (Massachusetts Library Association)
- MSLA (Massachusetts School Library Association)
- MVLC (Merrimack Valley Library Consortium)
- NELA (New England Library Association) and NELA Advocacy Summit
- NOBS (North of Boston Youth Services)
- TEEN Summit
- Westford Coalition for Non-Violence
- YALSA (Young Adult Library Services Association)

- Participated in School Book Clubs, Community Reader Day, NAB Field Day, Family Literacy Night and Nabnasset School Advisory Council

Technology Improvements in FY 2017:

- New Reservation and Administrative Calendars
- New Public Catalog PC's
- New WiFi infrastructure and boosters
- Patron device-charging stations
- New MVLC Network Symphony software and BookMyne

Facility Maintenance:

In FY 2017 the Library tackled the following systems and maintenance issues within the facility:

- Boiler Repair
- Neoprene Roof Repair

Library Staffing FY 2017:

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
(*resigned 1/3/17*)

Circulation and Reader's Advisory — Jean Butler; Laura Fowler; Mayleen Kelley;
Judy Madsen; Paula McWilliams; Emily Merz; Deborah Santoro; Chantale Shepard

Library Technicians:

Order and Acquisition Receiving — Lauren Evans

Inter-Library Loan Support — Jeanne Millet; David Wesson (*resigned 10/13/16*);
Marianne Logan

Substitute — Mary Boutet

Maintenance Worker I — Dennis Mulligan (*retired 12/31/16*); Robert Otto

Maintenance Worker II — Joseph Burke; Carole Climo (*resigned 9/8/16*)

Office Manager — Zoe Daniel (*resigned 7/29/16*); Amy Spadano

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