

Sutton Free Public Library

Annual Report

The Board of Library Trustees and Director of the Sutton Public Library respectively submit a report for Jul 1 2008 to Jun 30 2009 to the Honorable Town Administrator, Board of Selectmen and Citizens of Sutton.

The Board of Library Trustees consists of three elected members: Jane Anderson, Chair; Susan Robsky, Member-at-Large and Rachel Tufts, Secretary. The Board and the Library Director meet monthly to ensure that library operations run efficiently and to review and update library policies.

Statistics

Library statistics increased by 13% in FY09 illustrating that the library continues to be an integral part of the educational resources of the community.

	FY06	FY07	FY08	FY09
Library materials owned	25,287	26,590	28,828	31,928
Total Circulation Transactions*	87,423	91,023	94,854	98,535
Interlibrary Loans	7,759	8,930	9,394	9,378
Registered Borrowers	2,313	2,661	3,008	3,303
Number of Programs	163	184	264	376
Program attendance	3,711	4,945	5,364	6,541
Number of library visits	21,008	22,507	31,597	34,430
Number of hits on library website	3,657	8,165	12,387	19,597

*Circulation transactions include checkouts, checkins, renewals and patron registrations.

Library Worth to the Community

The spreadsheet below illustrates how much money would be spent in each category by Sutton residents if they had to pay for the services offered free by the library. The amounts are based on actual costs for library materials or services and were formulated by the Institute of Museum and Library Services (a federal agency) as well as the American Library Association. The use statistics are based on FY09 counts.

Use	Library Service	Avg Cost of Item	Subtotals
32,093	Books Borrowed	\$20.00	\$641,860.00
1,966	Magazines Borrowed	\$4.00	\$7,864.00
3,871	Music (CDs) Borrowed	\$14.95	\$57,871.45
2,476	Audiobooks Borrowed	\$50.00	\$123,800.00
13,787	Videos Borrowed	\$19.99	\$275,602.13
170	CD-ROMS Borrowed	\$39.99	\$6,798.30
157	Museum Passes Borrowed	\$24.00	\$3,768.00
4,087	Inter-Library Loans	\$35.00	\$143,045.00
207	Out of state Inter-Library Loans	\$75.00	\$15,525.00
4,102	Internet Use	\$12.00	\$49,224.00
954	Reference Transactions	\$25.00	\$23,850.00
2,203	Database Searches	\$20.00	\$44,060.00
5607	Children's Programs	\$10.00	\$56,070.00
151	Adult/YA Programs	\$10.00	\$1,510.00
	Total Worth of Library		\$1,450,847.88

Grants and Gifts:

The Circle of Friends Community Partnership Council for Children and the Beginning Years Network provided \$1,500 in grants to the library. This grant money was utilized to provide quality programs for the children such as the Apple Tree Arts music program, Pumpnickel Puppets, and the Higgins Armory Museum presentation. The library applied for and received from the Museum of Science in Boston a 'scholarship' program dealing with "Cold Science" which they presented in the summer. The Aldrich Astronomical Society presented a program on Comets and also generously donated several books on astronomy.

The Sutton Cultural Council presented the library with a grant of \$1,500 which was used for several exciting programs, including the Caribbean for Kids, Toe Jam Puppet Band and a Magic and Juggling Performance by Scott Jameson.

The library asked Unibank for a donation toward creating a more inviting area for the Teens and 'Tweens (ages 10-18) in the facility. Unibank donated \$1,000 towards furniture for this area. The library's Teen Advisory Board selected a café table and bar stools and the new furniture has been installed in the teen area. Please come in to see this refurbished setting.

Cold Stone Creamery and the Friends of the Library collaborated on several projects to encourage participation in the state-wide summer reading program. Flexible flyers were purchased through their generosity. Also, Cold Stone Creamery donated weekly gift certificates for the teen participants.

We wish to thank all of the organizations and businesses for their generosity and thoughtfulness in supporting the library.

Children's Programs

As stated above, the astronomy program offered by the Aldrich Astronomical Society was very well attended. The Society graciously donated \$250 worth of astronomy books to the library. We appreciate their generosity.

The Summer Reading Program for the 2009 calendar year was a spectacular success. The number of participants in the program once again rose by 10% in program participants over FY08. Circulation statistics for the summer showed a 53% rise over FY08.

Massachusetts businesses and attractions provided passes or gift certificates as prizes for the program. Cold Stone Creamery at the Blackstone Valley Shoppes, Pleasant Valley Country Club, Target, Breezy Waterslides, The Worcester Tornadoes, The Paw Sox, the Tomb in Boston, the Museum of Science in Boston, the New England Revolution and other regional businesses donated prizes which were awarded weekly and at the end of the summer reading program to the raffle winners.

Young Adult Programs

Eighty-seven teens participated in the Teen component of the Summer Reading Program. Cold Stone Creamery donated weekly prizes as well as a grand prize for this group. Also, we had several teen video game nights which were well attended.

The Teen Advisory Board meets the first Friday of each month in the Reference Room of the library. Participants in the TAB also participate in the Teen Book Discussion Group. The purpose of the advisory council is to get input from the teens in the community regarding what additional services and programming we can do for this age group. The teens have been offering suggestions for movies, books, video games and also selected the mural for the toddler area which reflected the space theme for the summer reading program. We welcome all interested teens.

Other workshops included a cartooning workshop as well as a jewelry-making workshop. We are already planning for several video game and trivia evenings for FY10 as well as some movie events.

Adult Programs:

The Library Director facilitates a book discussion group at the Senior Center library/computer room which meets on the first Thursday of each month at 12:30 pm. Our plans for FY10 include a movie component for the group. We will discuss a book one week and see the movie version of it the following week. It should be an interesting variation on the traditional book club. The library offered several adult genealogy programs, which we will continue in FY10. These genealogy programs included topics such as Getting Started; Local and Regional Resources; Online Resources; Organizing your Data; and Software Selection. We are planning to offer several craft programs such as origami, jewelry-making, zentangle

and calligraphy for FY10. If you have any suggestions for programs or would like to participate please talk to the library staff.

The Friends of the Sutton Library is a non-profit group consisting of individuals, families and organizations committed to supporting the library through an annual membership drive and several fundraising events. Ongoing sale items include the book sale in the library foyer, canvas tote bags and unique greeting cards. The Friends utilize these monies to support the children's programs, buy equipment and provide other support services to the library. The Friends also purchase discounted passes to museums and attractions which are available for use by all Sutton residents at no charge. The cost of these institutional passes is substantial: Higgins Armory Museum (\$200); Ecotarium (\$200) and Roger Williams Park Zoo (\$115). We encourage you to join the Friends Group; membership forms are available at the library's circulation desk.

The Tower Hill Botanic Garden pass (\$150) is donated by the Sutton Garden Club. We thank them for their generosity.

In addition we also have the Massachusetts Park Pass (\$35) which enables one to park free at all Massachusetts State Parks.

In FY09 the library continued to participate in the Senior Tax Abatement Program. Ms. Jean Sullivan continued this past fiscal year as the facilitator of the weekly knitting group which meets on Wednesday afternoons between 1 and 2:30 pm in the library Reference Room. If you are interested in knitting or crocheting we encourage you to participate. Mr. Joseph Ballard continues doing some cleaning, routine maintenance, gardening and other projects for the library.

Looking at the statistics of library visits, transactions and interlibrary loans, it is obvious that the library continues to be a center of learning and social interaction for the community. This is due in large part to the excellent library staff: Carole Anderson, Andrea Baker, Carol Geary, Katy Fant, Pamela Johnson, Judith Peladeau and Laurel Welch. Their welcoming demeanor, helpfulness and humor are appreciated by library patrons.

Library staff member's tasks go beyond checking out, checking in and taking fines. The staff does so much more: placing in and out-of-state holds, registering new borrowers and entering the information into the network database, registering patrons for library programs, providing reference and readers' advisory services and providing library catalog and computer aid to library visitors. Carole Anderson and Pamela Johnson are responsible for finding the correct title records for new materials, requesting the records if they don't exist, assigning the Dewey Decimal Classification number, typing spine labels, entering each item into the CWMARS database as well as reviewing holds and sending overdue notices. Judy Peladeau, Andrea Baker, Katy Fant and Laurel Welch receive newly acquired materials, check them off the packing lists, identify the materials as Sutton Library items, cover the books, etc. In addition, they put all the returned materials away (**39,478 items returned in FY09**), and shelf read, i.e. making sure materials are in order on the shelf. In addition to her regular duties, Andrea Baker also creates our wonderful library displays. Is there a title you want to read but can't find in our network or in the Commonwealth? Pam Johnson is our expert out-of-state Inter-Library Loan person. Pam gets books from

California, Illinois, Louisiana, Wyoming and anywhere else the material may be located. You can use the item for one month and then return it to the library at no cost to you.

Do you have a talent that you would like to share with others by offering or facilitating a program? We are always looking for ideas for new programs.

Check out the library website www.suttonpubliclibrary.org to see what events are coming up, find out what new titles we have, answer the "Question of the Week" or suggest a title you think we should purchase. The library is your gateway to knowledge. Don't hesitate to use it.

Roberta Rothwell, Library Director
Jane Anderson, Library Board, Chair
Susan Robsky, Library Board, Member-at-Large
Rachel Tufts, Library Board, Secretary