



Paul Pratt Memorial Library

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www.cohassetlibrary.org

Annual Report Fiscal Year 2011

Mission Statement: “The Paul Pratt Memorial Library serves as a gateway to knowledge, a stimulant to creative imagination and a resource for the entire community.”

Statement of Values: Library staff, trustees, and Friends are committed to offering high quality information resources and programming to the Cohasset community and beyond. We work to ensure that all citizens have equal access to information, and that all persons are welcomed and served by professional staff dedicated to providing outstanding services

Service Statistics At a Glance - FY2011

	<u>Items loaned</u>	<u>Card Holders</u>	<u>Visitors</u>	<u>Reference question</u>	<u>Programs</u>	<u>Meeting room use</u>
	149,224	5,188	134,709	5,577	285	1,682*
<u>vs. 2010</u>	+7.2%	+5%	-15.8%	+7.8%	+23.9%	-17.1%*

*Reasons for reduced attendance may be elimination of Sunday hours and interruptions in attendance tabulation.

FY2011 Operating Budget

<u>Budgeted Sources of Revenue</u>		<u>Budgeted Uses of Revenue</u>	
Town-operating budget:	\$486,437*	Town-funded salaries:	\$383,997
Gift fund	3,000	Unexpended salaries:	14,210***
State aid to public libraries grant	11,234	Town-funded operating expenses:	90,574
Endowment trust income:	35,404	Gift, State and Trust funded materials:	45,535
Friends of the Cohasset Library:	14,210	Other non-town funded expenses:	19,464
LSTA Grant:	7,500	Non-town carryover	10,167
Social Service League Grant:	5,982		
Total Library Revenue:	\$563,767**	Total uses of library revenue:	\$563,767
14,300 of fees and fines turned over to the Town’s general fund.		*Temporary staff reduction due to unexpected medical leave	
*Town library budget is less than 2% of total town budget			

Operations

Demand for library services was high again this year, and we worked hard to satisfy increasing user needs in spite of challenges presented by reduced funding support on the local and state levels. For the past few years, we have had to apply for waivers to the MA Board of Library Commissioners due to cuts in our municipal appropriation in order to remain certified for state aid to public libraries. State aid certification qualifies a library for modest grant funding, but more importantly, certification ensures that Cohasset patrons are able to borrow books and DVDs from other libraries in the Old Colony Library Network (OCLN) and beyond. Sustainable, stable and adequate funding for collections, technology infrastructure, staffing, and programming will ensure that the library can effectively fulfill its mission.

We are most appreciative of the generosity of the Social Service League of Cohasset for the grant funding support that made possible our **Next Chapter** program initiative. This program was also supported by a Library Services & Technology Act (LSTA) grant, awarded by the Massachusetts Board of Library Commissioners and funded by the Institute of Museum and Library Services. Next Chapter programs provided older citizens with opportunities to acquire technology skills and learn how to engage social media for work, volunteering and for personal needs.

Reference and Information Services

It was another busy year in the Reference Department as we fielded reference questions from children to adults on a variety of subjects. We make use of both print and electronic formats reminding patrons that they can access databases from home via our library's website. Other services available from the Reference Department include:

- Searching and placing holds on items not found in our network of libraries
- Hands-on basic computer skills workshops
- Reader's advisory services
- Outreach services to the homebound, including selection of books, magazines and DVDs that are delivered by volunteers of the Friends of the Cohasset Library to Cohasset residents and the residents of Golden Living Center of Cohasset and to Sunrise Assisted Living
- Posit Science brain fitness program, an electronic auditory processing and memory exercise program

Collections

Our evolving collection contains titles, in print, audio, video, and electronic formats. Downloadable content from *Overdrive*, both e-books and audiobooks, continues to grow. This format allows Cohasset patrons exclusive content which can be downloaded to a variety of portable devices. We continue to add to our ReadyReads collection, which provides local book groups with a selection of popular books in kit form.

Programming

Our annual town-wide reading event, *Cohasset Reads Together*, brought residents and scholars together on the subject of whaling and the sea. Author Nathaniel Philbrick visited Cohasset to speak about his book *In the Heart of the Sea* and his newest book, *Last Stand*.

Two grants, one from the Social Service League of Cohasset and another from federal Institute of Museum and Library Services funds awarded by the Massachusetts Board of Library Commissioners, allowed us to offer programming for the *Next Chapter* series of events aimed at the 50-70+ year old, active, lifelong learner. Programs included author events, writing workshops, hands-on workshops in technology, and lectures on social media, genealogy, and travel.

Additional adult programming included:

- Monthly movies
- Book discussion group, open to all
- Author visits
- Cohasset Reads Together, annual town wide reading initiative (already noted above)
- Genealogy programs
- Film series
- Great Decisions discussion program, open to all

The library is thankful to the Friends of the Library and the Cohasset Democratic Town committee for funding support.

Children and Teen Programs & Services

The Children's Room supports, enriches, and encourages students and families with all their literacy needs. Our year-round programming efforts continue to expand and grow thanks to the funding support from the Friends of the Cohasset Library. This year we held 181 programs for children and teens with 6,068 participants:

- Award winning children's author, Patricia Reilly Giff (sponsored by Buttonwood Books), attended by residents from all over the South Shore
- MamaSteph weekly live music performance for young children
- Dogs and handlers from *Dog B.O.N.E.S.*™, *Dogs Building Opportunities for Nurturing and Emotional Support*, provided students with the opportunity to rehearse their skills by reading to trained therapy dogs
- Story times and craft sessions
- Family Literacy Month featured Marcia Wilson's live owl show, "*Eyes on Owls*".
- More than 250 students registered and participated in the state-wide summer reading program, *Go Green @ your library*.
- Monday Family Movie Nights

On Tuesday evenings during the summer we had a variety of different fun family programs including a bubble artist, a magician, puppeteers, musicians, a live animal show, and a yo-yo performer.

Our Teen Advisory Board met monthly with Sharon Moody, Children's Librarian, to discuss books, school assignments, and to provide feed back on library services to "tweens", teens, and young adults. We posted the Cohasset Middle/High School summer reading lists on our web site as well as offering paper copies to our patrons. A binder of private and independent school summer reading lists was also available for our residents.

Our collaboration with the Cohasset Public School librarians assures that we continue to provide the research resources needed for the continued success of our students. This collaborative effort also led to the selection of new titles in fiction and nonfiction and the added provision of databases that compliment the Massachusetts Curriculum Frameworks.

Homework Center

Many Cohasset students of all ages visited the Homework Center weekly in order to benefit from the free tutoring offered by student volunteers from the Cohasset High School's National Honor Society. We are grateful to these outstanding tutors for donating their time and talents, and to the Friends of the Cohasset Library for funding this valuable program that facilitates learning and collegiality. The Friends pay for a professional educator to oversee the program, and for the pizza that is greatly appreciated by the students.

Friends of the Cohasset Library

The Friends of Cohasset Library support the library through ongoing fund-raising and advocacy to provide programming and community outreach services and otherwise make our library special. In fiscal 2011, the Friends raised over \$19,000 through their annual appeal and book sales. These funds paid for all of the children's and adult programming, the weekly homework center, senior citizen outreach and library museum passes that are available for the public.

The Friends also provide refreshments at many library functions, volunteers at various events, and the coffee service for patrons. We beautified, and help to maintain the center island in the library parking lot to create a visually pleasing entryway to the library. We jointly fund a public movie license and staff weekly summer movies for children. We offer a Great Discussions discussion group for participants interested in civic and political issues. The Friends also provide books for our Cohasset Reads Together program and we support Family Literacy month with a live owl show.

In addition to the summer reading program, "One World, Many Stories", the Friends helped to fund a second, wonderfully efficient, Radio Frequency Identification

technology (RFID) self-checkout machine for the circulation desk. Finally, the Friends host an annual luncheon to thank the fabulous staff and volunteers that make our library a special community resource.

Members of the Friends' board include Jill Littlejohn, Linda Fechter, Barbara Wrenn, Gail Flynn, Lauren Koncius, Marjie Murphy, June Hubbard, Jessica Patterson, and Annjean Moody.

The Cohasset Library Trust, Inc. (CLT)

CLT's mission is to prudently manage the library's endowment and to increase it. In FY11, CLT successfully achieved this mission. On June 30, 2011, the value of the endowment was \$1,253,827, a 27% increase from June 30, 2010. This growth was primarily the result of the Library Trust's Investment Advisory Committee's management of the endowment, which met or exceeded market benchmarks. In addition, the increase benefited from generous gifts of about \$55,000 -- including a \$29,000 gift from the estate of Don Edwin Harrold, a \$10,000 gift from Amory and Priscilla Houghton in honor of her grandparents, Arthur Campbell Badger and Grace Learnard Badger, a \$10,000 gift in memory of Caroline Blanton Thayer and a \$2,000 gift from Cornelia Barnard.

The CLT also wants potential donors to understand the Trust and its goals by sponsoring events that give it some publicity. On May 17, 2011, CLT sponsored a very successful Evening with Nathaniel Philbrick, the second author evening to celebrate the South Shore Music Circus' \$100,000 gift over four years to the Library. This event netted \$9,600 for the Endowment, with \$2,800 donated to CLT by vendors of food and wine.

CLT's Annual Meeting in May 2011, elected Deborah A. Shadd as its new President, after expressing great gratitude to Sarah R. Pease for serving as CLT's second President.