



Library - Director's Report

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1 February 2016

Programs and Services

New Museum Passes

- Fuller Craft Museum – sponsored by the Westwood Cultural Council (available March 2017—pass provides free admission for 2 people)

Teen Experience at the Library – High School Mentoring Program to be implemented

For the past several months, library staff have been working on a variety of strategies to improve the teen and 'tween/patron/staff interaction in the library. Meetings were held in the fall with Middle School Vice Principal Kyle Grady, staff and Amy Rands (Library Trustee Chair) in an effort to coordinate efforts with the middle school. The library is an after-school destination for many middle and high school students, and on early release Wednesdays, the number increases exponentially. This fall we asked all of the students to sign in and out in an effort to have actual data about the influx of students. On average, we estimate that approximately 100 – 120 middle school students (predominantly 6th and 7th graders) come directly to the library after school on these early release days.

We are now working on another strategy in collaboration with Danielle Sutton and Sarah Baroud of Youth and Family Services to implement a High School Teen Mentoring Project – which we hope will be a model moving forward for working towards a better user experience for all of the patrons at the Library. We hope to have this in place by the first early release day in March. Will keep you all posted on results!

Adult Programming

Wednesday, February 1st at 7 pm was the first of a three-part series on JFK with Dr. Gary Hylander:

- February 1: The Bay of Pigs
- March 1: The Cuban Missile Crisis
- April 5: Civil Rights & JFK's Legacy

Great Decisions is America's largest discussion program on world affairs. The program model involves reading the Great Decisions Briefing Book, watching the DVD and meeting in the library's Discussion Group to discuss the most critical global issues facing America today.

Registration is open to all interested. Tina McCusker is the moderator for the Great Decisions program.

- 2/9/17- Topic: The Future of Europe
- 3/9/17- Topic: Trade and Politics
- 4/6/17- Topic: Conflict in the South China Sea
- 5/4/17- Topic: Saudi Arabia in Transition

Monday Mysteries- Adult Reading Group

February's selection: Postmortem by Patricia Cornwell

March's selection: Murder in an Irish Village by Carlene O'Connor

Children's Programming

On Thursday, February 2nd, the Westwood Public Library's Children's Department was transformed for the library's annual Harry Potter Book Night – which began at 6:30 pm. Young wizards, witches, and muggles were treated to an evening of games, activities, readings, and quizzes! It all began when the Sorting Hat decided who would be in which House and then participants competed for the House Cup during each of the evening's challenges! Families of all ages who enjoy the Harry Potter books attended -- and the excitement and level of participation surpassed last year's numbers. There were over 300 participants – many of whom came dressed as their favorite character—with prizes awarded for the best dressed! Special thanks to Lizzy McGovern, Hannah Gavalis, Karen Cagan, Suzie Canale and Jenny Durant for another memorable Harry Potter Book Night! It has definitely become a legendary event that so many look forward to with great anticipation!

Islington Branch programs continue to attract a large number of participants as well. The next book title for the Islington Book Group is Harper Lee's "To Kill a Mockingbird" **Wednesday, February 8th at 6:30 pm.**

Staffing

Reclassification and Compensation Study completed

I would like to thank Joan Courtney Murray and Linda Unger for their work on behalf of the library staff. As a result of the study, the following changes have been approved by the Personnel Board:

Reclassification:

Branch Librarian (L8) to Head of Branch Library Services (L10) – effective 1//1/17

Reclassification:

Library Bookkeeper (L6) to Library Business Administrator (L8)--effective 1/1/17

Change in Hourly Rate for Substitute Librarian:

Increase rate \$2 per hour – effective 1/1/17

Change in Hourly Rate for Substitute Library Assistant:
Increase rate \$1 per hour – effective 1/1/17

Revisions to Library ATP Plan for FY18 --effective 7/1/17

- Grade L4 (Library Custodian)
- Grade L8 (Reference/Children's Librarian)

Ranges will shift as first step will drop off and a new step 10 will be added to the end of each of these two ranges. These were the two positions on the Library ATP Plan that were determined to be lower than median following compensation study undertaken by consultant.

When2Work Online Staff Scheduling- During the month of January, library staff transitioned to an online web-based scheduler that allows all staff to easily see who is working a particular shift, modify or "trade" shifts with department head approval, and add information about training, meetings or other activities in real time. Our Library Department Heads (Karen, June, Molly, Lizzy and Claire) worked together on creating departmental templates for all staff, and June Tulikangas organized two hands-on training sessions that walked staff through how to access the schedule (online and via the When2Work app), how to post available options, how to "trade shifts" and how to modify schedules. All staff now receive messages from their department heads to alert them to available shifts or to see who will be working on any particular day at any particular time. It was a bit of a challenge to make this transition, but everyone really worked together and I would like to thank all involved for putting so much extra effort and teamwork into making this possible.

Friends of the Library Spring Booksale

Thursday, March 16 - Saturday, March 18, 2017.

Westwood Public Library		Monthly Stats Review December 2016		
		YTD	Past YTD	% Change
TOTAL WESTWOOD CIRCULATION		243,727	227,436	7%
Circulation - Main Library	Adult	101,622	93,772	8%
includes circ, self-check and remote renewals	YA*	9,056	8,382	8%
	Children	109,478	91,461	20%
	Total	220,156	193,615	14%
Circulation - Islington Branch	Adult	14,161	20,630	-31%
includes circ and remote renewals	YA*	631	889	-29%
	Children	8,779	12,302	-29%
	Total	23,571	33,821	-30%
Information Questions				
Main Library				
	Adult	7,152	6,639	8%
	Children	9,657	6,106	58%
	Total	16,809	12,745	32%
Meeting Room Use - Main L.				
	Library Programs	543	241	125%
	Community Programs	452	283	60%
	Study Room	950	610	56%
Library Program Attendance				
Main Library				
	Adult	1,247	467	167%
	YA*	618	420	47%
	Children	10,253	7,548	36%
Islington Branch				
	Adult	511	306	67%
	YA*	-	-	
	Children	1,591	933	71%
	Total	14,220	9,674	47%
Door Count - Main Library				
		120,927	82,478	47%
Museum Passes				
		1,285	1,330	-3%
Website				
	Sessions	81,284	62,976	29%
	Users	48,994	39,853	23%
Public Computer Usage				
	Total Sessions	9,714	8,411	15%
	Total Minutes	522,691	404,770	29%
Overdrive				
	Quarterly Circ Stats	10,989	9,238	19%
Zinio - Digital Magazines				
	Checkouts	277		
Hoopla				
	Checkouts	5886		
TOTAL E-CONTENT		17,152	9,238	86%