



2012 MORRILL MEMORIAL LIBRARY ANNUAL REPORT

LIBRARY TRUSTEES

Patricia Fanning, Chair
Sarah E. Begg, Vice Chair
Patricia Hines
Susan Pipes
Cashman Kerr Prince
Patricia Reardon
Charlotte L. Canelli, Director

The Library's goal is to provide residents with access to information, education and entertainment. We help you find and evaluate sources of information ranging from print to the Internet. We supplement all educational endeavors whether patrons are enrolled in school or they are life-long learners. We provide a comprehensive selection of popular material (books, music, movies) in a variety of formats.

The **2014 Action Plan of the Long-Range Strategic Plan 2011-2014** was submitted to the MBLC in December 2012.

The trustees, the director and the custodial staff of the library continue to take excellent care of the **library facility** which is now over 115 years old. As new libraries are built around us in the towns of Walpole, Millis and Westwood, many patrons from Norwood and surrounding communities tell us that they come to our library to enjoy our building's grace and beauty and our comprehensive collection and welcoming staff.

The Morrill Memorial Library applied for **certification** from the Massachusetts Board of Library Commissioners in October 2012. Our budget met all the requirements and we were certified for a 2013 State Aid Award. The library expects to receive \$28,000 in **State Aid** funding through the Massachusetts Board of Library Commissioners in 2013. Without the additional funding from State Aid, gifts, public grants and private foundations, the library would not be able to provide the Norwood community with excellent services, materials and programs.

The **Morrill Memorial Library Staff** consists of approximately 17 full-time and 33 part-time dedicated employees who provide excellent library service to everyone who uses the library in Norwood. Fifteen staff members have graduate degrees in Library Science from accredited master's degree programs around the country.

Mr. Stuart Plumer retired from the Board of Library Trustees in April of 2012 after 33 years. **Mr. Plumer** received commendation from the Town of Norwood Board of Selectmen for his dedication to the library and his many years of service. **Ms. Patricia Reardon** was elected to fill the vacancy on the Board in the April 2012 Town election.

Fran Dalton, part-time Circulation Assistant, retired from her position in July 2012 after 23 years of service. She was replaced by **Patricia Bailey**.

The Library could not operate without its many **volunteers**. On February 10, 2012 the **1st Annual Volunteer Appreciation Tea** was held in the Library's Simoni Room from 10 am to 2 pm. Staff and trustees of the library baked sweet and savory desserts to be enjoyed by volunteers. The event featured recipes from books available at the library or through the Minuteman Library Network. Over 156 dedicated volunteers work at the library generously giving over 6,500 hours of their time in the Literacy, Outreach, Technical Services and Children's departments. Visit the library for information about volunteer opportunities at the Morrill Memorial Library.

With the Library's budget restored in Fiscal 2013, the **library is once again open on Sundays and the Musical Sundays Series** is ongoing. Funding for these performances is made possible by the **Library Endowment Fund**. Three free concerts were held in the fall of 2012, some to near-full capacity of 75 attendees.

332,155 books, DVDs, music CDs, audio books, eBooks and other materials were borrowed from the Morrill Memorial Library in 2012. Norwood's residents had access to a total of nearly 7 million items in the Minuteman Library Network. The library is sometimes visited by as many as 1,000 people per day.

There are 124,406 items in the Morrill Memorial Library's collection. Norwood patrons borrowed over 38,301 items that were delivered to Norwood from other libraries in the Minuteman Library Network. Additionally, Norwood patrons checked out 20,271 during visits to neighboring libraries in the Minuteman Library Network.

The benefits of sharing resources throughout the Minuteman Library Network and the Commonwealth? Norwood patrons accessed an estimated \$70,000 in database downloads, \$37,859 in eBooks and saved over \$2,000 purchasing products through the Massachusetts Library System cooperative purchasing program.

Items Checked Out in 2012 at MML		Items Checked Out in 2012 at MML	
Adult print books including <i>Speed Reads</i>	128,407	Audiobooks on CD and cassette	13,952
Children's print books	93,126	Playaway audiobooks and software	884
eBooks and eAudiobooks	5,800	Music CDs	15,231
Adult DVDs and videotapes	44,371	Magazines and journals	3,120
Children's DVDs and videotapes	,25,828	Museum Passes	1,436

The library's circulation increased in 2012. These increases were Speed Reads, magazines and newspapers, children's books, adult eBooks and eAudiobooks and large print materials.

Whether you are visiting the library website or visiting the library in person, we encourage you to learn to use the online catalog and request system. You may ask for help with using the online catalog when you are in the library or when calling by phone. Brochures are available to help library card holders make requests online or to log in to databases from home or work.

Card holders	16,414	Building traffic (visitors to library)	204,023	(693 per day)
Days open	292	Library programs for children	306	(6 per week)
Saturdays	43	Library programs for adults	140	(2.7 per week)
Sundays	11	Community meetings held in library	195	(3.75 per week)
Hours after 5 pm	777	Public Internet computers	15	
Reference questions	29,535	Wireless Internet access	yes	
Staff in FTEs	23	Uses of library's public computers	29,535	(100 per day)
		Uses of library's WiFi	8,606	(30 per day)

Story times, including pajama story times, are held year-round for preschool children, including toddlers. Area nursery schools and local scout troops visit the library for requested visits.

The 2012 Massachusetts Statewide Summer Reading Adventure, "Dream Big – Read!" was held June – August. Throughout the summer, the Children's Department offered 53 programs, attended by 896 children and caregivers. In addition, over 675 children enrolled in the Summer Reading program, read 8,555 books, and contributed 4,991 online reviews.

Scrabble Club for children is held Tuesday nights at 6:30.

Children's Program Highlights –

Lucy the Read Dog and the **Music Lady** made appearances nearly every month.

- **Norwood Young Readers Award** - book discussions for 4th and 5th graders with parents and librarians.
- Special performances and programs during vacation weeks all year.

Norwood School Students' artwork is regularly displayed in the Children's Room and in the display case.

The 14th Annual Literary Lunch was held at the Coakley Middle School. 6th graders, members of the library staff and senior citizens read and discussed *Moon Over Manifest* by Clare Vanderpool in 2012.

Did you know ... the library display case is available for displays on a monthly basis?

Did you know ... the Simoni Room or Trustees Room can be booked by local non-profit organizations?

Did you know ... you can always have your library card handy? Request a keycard replacement for \$1.

In September of 2012 the Library held a **library card promotion** inviting all Norwood residents to get a library card. All lost or damaged cards were replaced for free.

Morrill Musings, the library's monthly newsletter, is complete with the library calendar and is available in print at the library or online in PDF format. The library publishes monthly **e-News** delivered through e-mail. Free subscriptions are available through a sign-up box on the library's website. Librarians at the Morrill Memorial Library write a weekly column, **From the Library**, published in print in the Norwood Transcript & Bulletin and online at *Wicked Local Norwood*. Librarians have written over 200 columns over four years which are archived on the library's website.

The Morrill Memorial Library Staff attended an all-day Staff Development Day in June 2012 held at the Walpole Public Library. The staff attends a monthly book discussion group and other workshops provided by professional organizations.

Keep up to date with **The Library Show** on **NPA-TV**. This monthly show features news and information from the library – new books for adults and children, upcoming programs, tips on how to use the computer, behind the scenes with library staff, and is [something for the whole family to view](#).

Adult Programs

- **Computer Classes** – Basic, Internet, E-mail, Library Catalog and **Downloadable eBook workshops**.
- Adult **Scrabble** held every Tuesday night.
- **140 educational, recreational and cultural adult programs** in 2012 such as historian **Dr. Gary Hylander** who presented *First Ladies of the Civil War*, *Eleanor Roosevelt*, *Montgomery Bus Boycott* and others.
- Several **Film series** were held in 2012. Each themed series included 4 to 8 films.
- **The Friends of the Library** presented **Ty Burr**, author and movie critic, and **Suzie Canale**, children's author.
- **The Norwood Cultural Council** co-sponsored Grace Fairbanke portrayed by actress Beth Goldman.
- **The Norwood Cultural Council** and **the Friends of the Library** co-sponsored **Stephen Puleo**, author of *A City So Grand: The Rise of the American Metropolis, Boston 1850-1900*.
- The Library collaborates with **Together Yes** of Norwood to present monthly programs and film series.
- **Fireside and Beach Reads** - Margot Sullivan and Beth Goldman share books for all seasons and all reasons.
- Many other programs sponsored by the library, the Cultural Council and the Friends of the Library.
- **First Thursday Book Discussion Group** – October through May in morning and evening sessions.

Norwood patrons accessed the online resources available to the community over 35,000 times in 2012. Our website, norwoodlibrary.org, is your portal to library services including databases such as:

- *Kids InfoBits* - A great place for younger children to do research on the web.
- *Junior* and *Student Edition* - Designed for junior high and middle school students. Includes mainly full-text magazines, newspapers and reference books covering current events, the arts, science, popular culture, health, people, government, history, sports and more.
- *Britannica Online* – Many databases for all ages
- *Books and Authors AND NovelList* - If you love to read this will help you find great new authors and titles.
- *OverDrive* - Audio books and e-books are downloadable to many devices such as the iPad, iPhone, Nook, Kindle and Sony e-Reader.
- *Massachusetts History Online* - Use this collection for full-text articles from 50 magazines and local newspapers for coverage of Massachusetts people, places and historical events.
- *Ancestry Library* and *Heritage Quest Online* to begin your genealogy research.
- *Mango Languages* - designed to equip you with conversational abilities in more than 49 foreign languages and 15 English for ESL learners.
- *Consumer Reports Online* enables consumers to make better purchasing decisions on products.

Did you know ... that the Library has a Facebook presence? Remember to Friend us for current news!

Did you know ... that the Library holds a Food for Fines promotion in November to benefit the Norwood Food Pantry?

Museum Passes can be reserved online via the library webpage.

The **Women's Community Committee** donates memberships to the Children's Museum, Easton Children's Museum, Isabella Stewart Gardner Museum, JFK Library, Museum of Fine Arts, Museum of Science, New England Aquarium and the Roger Williams Zoo.

The **Norwood MOMS Club** donates memberships to the Franklin Park and Stone Zoos and the Providence Children's Museum.

The **Norwood Woman's Club** and the **Friends of the Library** also contribute to the New England Aquarium and Museum of Fine Arts memberships. Altogether, the memberships donated by these organizations total over \$4,000.

These museum passes were used **1,259 times** in 2012, saving Norwood residents thousands of dollars.

Sastavickas Scholarship: In 2006 a donation from the family of Viola Sastavickas established a scholarship fund which awards \$500 each year to a library employee or volunteer. The Sastavickas family and a private donation supplemented the scholarship fund once again in 2012. The 2012 award was given to **Odhran O'Carroll**, library page and student at Xaverian Brothers High School.

Morrill Memorial Library is a WiFi Hotspot – It is easy to access the Internet at the library on one of the library's 16 public computers or on a personal laptop or device. Wireless Internet is provided by **Norwood Light Broadband**. Many visitors per day access the Library's free WiFi. The **Town of Norwood Technology** department assists the library with its technological needs as necessary.

The Boch Fund partially funds the Literary Lunch, indexing the local newspaper collection and funded the "Why I Love My Library" essay contest program presented by the Outreach Department.

The Norwood Cultural Council, as funded by the Massachusetts Cultural Council, provided library programs. **The Simoni Foundation** and the **Department of Education, Literacy Volunteers of Massachusetts** partially fund the Literacy Program. The **Ezra Jack Keats Foundation** provided funding for the "Making Poems into Stories on a Snowy Day" winter workshop in 2013.

Assistive Technology

- Equipment and software are available for use by individuals with special needs. Call 781-769-0200, x 228 for Outreach Services, assistive technology or to volunteer.

Outreach Department

- Delivers more than 6,000 items to people unable to visit the library or use its resources without help.
- Volunteers and library staff take material to people in their homes, in nursing homes, at the Senior Center and at housing facilities.
- Outreach Librarian Nancy Ling holds programming events such as journaling workshops and book discussion groups at the Norwood Senior Center.
- Thanks to private donors for additional funding in 2012.

Literacy Volunteers of America at Morrill Memorial Library

- Free, confidential tutoring in Basic Literacy and English as a Second Language.
- 152 adult learners, 80 active tutors, nearly 5,000 hours of instruction in FY12.
- Conversation groups for ESOL students.
- The Literacy program receives additional funding from the **Department of Education**.
- Thanks to the **Simoni Foundation** for their generous support and other private donors.
- The annual **Harvest Dinner** is held for all volunteers and tutors each year in October.

Literacy Volunteers are always looking for new tutors and students. Call Literacy Volunteers at 781-769-4599.

Morrill Memorial Library Affiliations - Minuteman Library Network

- A consortium of 44 public and academic libraries.
- 6.5 million items owned and over 17 million items circulated in FY12.
- Non-profit private cooperation, run by its members.
- Provides automated services to member libraries.
- Provides periodical and reference databases.
- Facilitates OverDrive downloadable eBooks and audiobooks purchased by the consortium and individual libraries.

Morrill Memorial Library Affiliations - Massachusetts Library System – this agency funded by the Commonwealth provides:

- Daily interlibrary delivery (nearly 80,000 items were loaned to or from Norwood in FY12).
- Periodical and reference databases.
- Purchasing cooperative for supplies and material.
- Continuing education and consulting.

The Friends of the Library

- Raise nearly \$4,000 from two book sales in April and October, 2012.
- Provide generous donations to purchase equipment, DVDs and audio books and CD-cleaning equipment.
- Support most adult and children's programming at the library.
- Provide a film screening license necessary for showing films to audiences of all ages.
- Support staff development and staff events.
- Promote the library at **Norwood Day** and with notices in the electric bills.
- Hold **General** and **Annual Meetings** each year.
- Sponsor of the **First Thursday Book Discussion Group, Beach Reads** and **Fireside Reads**.
- Meet monthly at the Board meetings in the library.
- Offer affordable memberships at several levels.

Morrill Memorial Library Board of Trustees, 2012-2013

Standing left to right: Patricia Reardon, Susan Pipes, Cashman Kerr Prince, Patricia Hines. Seated left to right: Elizabeth Dickson, Board Secretary, Patricia Fanning, Chair, Sarah Begg, Vice-Chair and Charlotte Canelli, Library Director

Stuart R. Plumer, Retired 2012

Eleven 3-year terms of service (1979-2012)

