



2013 MORRILL MEMORIAL LIBRARY ANNUAL REPORT

LIBRARY TRUSTEES

Patricia Fanning, Chair
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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 in print to online. 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 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 2013. Our budget met all the requirements and we were certified for a 2014 State Aid Award. The library expects to receive over \$28,000 in **State Aid** funding through the Massachusetts Board of Library Commissioners in 2014. 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 **2015 Action Plan of the Long-Range Strategic Plan 2011-2015** was submitted to the MBLC in December 2013 and was accepted and approved.

The **Morrill Memorial Library Staff** consists of approximately 17 full-time and 36 part-time dedicated employees who provide excellent library service to everyone who uses the library in Norwood. 17 full and part-time staff members have **graduate degrees in Library Science** from accredited master's degree programs around the country.

Judith Zavracky, full-time Technical Services Assistant retired from her position in October 2013 after 25 years of service. She was replaced by **Irene Gotovich** in that position. **Patricia Bailey** was promoted to a full-time position in Technical and Circulation Services in **December**.

Children's Librarian **Kelly Unsworth** left library employment for a position with the Brookline Public Library. Assistant Children's Librarian, **Jean Todesca**, was promoted to the department head position. **Allison Palmgren** was hired as Technology Librarian in November 2013 to replace **Brian Samek** who left for the Pratt Institute in Brooklyn, NY.

The Library could not operate without its many **volunteers**. On February 14, 2013 the **2nd 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.

The Library held four concerts in the spring 2013 and three concerts in the fall 2013. Funding for these performances is made possible by the **Library Endowment Fund**. Up to 75 attendees at each performance enjoy these free concerts each season.

Did you know ... over **332,939 books, DVDs, music CDs, audio books, eBooks** and other materials were borrowed from the Morrill Memorial Library in 2013?

Did you know ... Norwood's residents had access to a total of nearly **7 million items** in the Minuteman Library Network?

Did you know ... Norwood residents can download **free music from Freegal**? Find the link on the library's website.

What are some of the wonderful benefits of sharing resources throughout the Minuteman Library Network and the Commonwealth?

Norwood patrons accessed an estimated \$70,000 in database downloads, \$45,000 in eBooks and saved over \$2,000 purchasing products through the Massachusetts Library System cooperative purchasing program. Additionally, Norwood patrons checked out 22,000 items during visits to neighboring libraries in the Minuteman Library Network. Norwood patrons borrowed over 37,000 items that were delivered to Norwood from other libraries in the Minuteman Library Network.

There are 132,000 items in the Morrill Memorial Library's collection.

Did you know ... that children's books were borrowed nearly **100,000 times** in 2013?

Did you know ... that children's and adult DVDs were borrowed nearly **55,000 times** in 2013?

Did you know ... that the library has **6,500 compact discs** (music and audiobooks)?

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.

Did you know ... that the library has over **16,290 cardholders**?

Did you know ... that the library has subscriptions to over **225 newspapers and magazines**?

Did you know ... that over **3,187 people attended over 152 adult programs** at the library in 2013?

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 250 columns over five years which are archived on the library's website.

The Morrill Memorial Library Staff attended an all-day Staff Development Day in June 2013 held at the new Westwood 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.

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 15th Annual Literary Lunch was held at the Coakley Middle School. 6th graders, members of the library staff and senior citizens read and discussed *Savvy* by Ingrid Law in 2013.

The 2013 Massachusetts Statewide Summer Reading Adventure, "Dig Into Reading" was held June – August. Throughout the summer, the Children's Department offered 34 programs, attended by 566 children and caregivers. In addition, over 635 children enrolled in the Summer Reading program, read 7,868 books, and contributed 4,852 online reviews.

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.

Did you know ... that nearly 5,000 parents and children attended over **260 children's programs** in 2013?

Did you know ... that the library has over **30,000 books** for children and young adults?

Did you know ... **Scrabble Club** is held for children every Tuesday night in the program room at 6:30?

Adult Programs

- **152 educational, recreational and cultural adult programs** in 2013 such as popular historian and author Anthony Sammarco's lecture and slide show entitled "Howard Johnson's: How a Massachusetts Soda

Fountain Became a Roadside Icon”, “The Montgomery Bus Boycott”, a lecture with historian Gary Hylander, and “The Adventures of Huckleberry Finn”, a presentation by Dr. Terrence Earls.

- Five **Film Series** were held in 2013 in our comfortable Simoni Room. Each themed series included 4 to 8 films and average attendance is 25 adults. Free popcorn is provided by the Bellingham Regal Cinemas and the Friends of the Library supplies a movie license so that we have the rights to show the films to the public.
- **The Friends of the Library** presented Boston Globe columnists and authors Brian McGrory, (author of *Buddy: How a Rooster Made Me a Family Man*) and Dan Shaughnessy (author of *Francona – the Red Sox Years*). They also presented Larry Tye, author of *Superman: The High-Flying History of America’s Most Enduring Superhero*.
- **The Norwood Cultural Council** co-sponsored “A Visit with Isabella Stewart Gardner: America’s First Patroness of the Arts”.
- **The Norwood Cultural Council and the Friends of the Library** co-sponsored “President Lincoln Holds a Press Conference” on February 12.
- The Library collaborates with **Together Yes** of Norwood to present monthly programs and film series, including “Food Beware” and “The Story of Stuff”.
- Margot Sullivan and Beth Goldman share books for all seasons and all reasons in popular programs, **Fireside and Beach Reads**, each winter and summer.
- Margot Sullivan leads a **First Thursday Book Discussion Group** – October through May in morning and evening sessions.
- Nancy Ling, Outreach Librarian leads **book groups** at the Norwood Senior Center and other venues in Norwood.
- **Computer Classes** – Basic, Internet, E-mail, Library Catalog and **Downloadable eBook workshops**. Computer classes can be booked online and individual instruction is available.
- Adult **Scrabble** held every Tuesday night.

Did you know ... that the library has 3 times as much adult programming as it had in 2009? There are at least three adult programs a week throughout the year.

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?

In September of 2013 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.

Did you know ... you can always have your library card handy? Request a keycard replacement for \$1 or download your library cards to a Smartphone app.

Did you know ... that your library card can be used to borrow materials at all the Minuteman Network libraries?

Did you know ... that you can register for a library card in any Massachusetts town?

Norwood patrons accessed the online resources available to the community over 35,000 times in 2013. 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 is on Twitter? Find us on Twitter @norwood_library.

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. These museum passes were used **1,152 times** in 2013, saving Norwood residents thousands of dollars.

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 value of these memberships total over \$4,000.

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 2013. The 2013 award was given to **Laura Hogan**, circulation/technical services assistant and student at the University of Rhode Island Graduate School of Library Science.

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 partial funding for two library programs.

The **Simoni Foundation** and the **Department of Education, Literacy Volunteers of Massachusetts** partially fund the Literacy Program.

The Morrill Memorial Library was awarded a federal **LSTA (Library Services and Technology Act)** grant of \$7500 in October 2013. These funds will be used for a community read program in the **spring of 2014 – Norwood Reads "Following Atticus"**. This program is made possible by the Institute of Museum and Library Services and is awarded and administered by the Massachusetts Board of Library Commissioners.

The **Dedham Institution for Saving Foundation** helps to fund **Norwood First Steps** – the Outreach Department of the library distributes a special bag with books and library information delivered to 125 parents of Norwood babies born at Norwood Hospital.

The **Ezra Jack Keats Foundation** funded "Making Poems into Stories on a Snowy Day", an intergenerational workshop held on March 2.

Morrill Memorial Library is a Wi-Fi 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 Wi-Fi. The **Town of Norwood Technology** department assists the library with its technological needs as necessary.

Did you know ... that over 30 people per day access the library's **Wi-Fi** with personal devices?

Did you know ... that over **100 people per day** use the library's public access computers?

Did you know ... that the Simoni Room was used **313 times** by non-profit community groups 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.

Literacy Volunteers of America at Morrill Memorial Library

- Free, confidential tutoring in Basic Literacy and English as a Second Language.
- Over 150 adult learners, 80 active tutors, and nearly 5,000 hours of instruction in 2013
- 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. The 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 45 public and academic libraries.
- 6.5 million items owned and over 17 million items circulated in FY13.
- Non-profit private consortium, 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 (over 80,000 items were loaned to or from Norwood in 2013).
- 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 the spring and the fall.
- 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, 2013

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

