

LEOMINSTER PUBLIC LIBRARY

WWW.LEOMINSTERLIBRARY.ORG

MISSION

The Leominster Public Library is a service organization which provides information in various formats free to the residents of Leominster and the surrounding communities. The purpose of the public library is (1) to provide information, materials, programs, technology, systems, facilities, and services which are most wanted by the residents of our service area; (2) to provide safe, easy, and convenient access to these services and (3) to actively work to raise awareness and promote our services to the community and organizations within our service area.

SERVICE HIGHLIGHTS

To the Honorable Mayor and Members of the City Council:

I herewith submit the Annual Report of the Leominster Public Library for the fiscal year July 1, 2004 to June 30, 2005:

- Offered 3,134 hours of service, during which 169,090 patrons used the library
- Loaned 287,506 books, audiocassettes, video cassettes, DVDs, compact discs, art prints, museum passes, and science kits
- Answered 22,264 information/reference questions in-person, by telephone and via the Internet
- Presented 287 programs attended by 9,365 residents of all ages
- Processed 14,636 network transfers & interlibrary loans for Leominster Library patrons
- Provided 24,960 sessions of public computer use
- Provided full library service to 23,138 registered Leominster residents
- Utilized 1,549 hours of volunteer assistance
- Added 9,299 new items to the library's collection
- Booked the library's only meeting room 543 times for community groups and library programs

The library closed on Monday, May 2nd and reopened at its temporary location Crossroads Office Park—690 Mechanic St. on Monday, May 16th.

It is anticipated that the library will remain in this temporary location for 16—24 months while the building at 30 West Street is expanded and renovated.



View from West Street

Artist renderings of expanded and renovated library



View from Pearl Street

BOARD OF TRUSTEES

Gilbert Tremblay
Chairman

Term Expires: 4-15-07

Carol Millette
Vice-Chairman

Term Expires: 4-15-07

Nancy Hicks
Secretary

Term Expires: 4-15-08

Kathleen Daigneault

Term Expires: 4-15-06

Robert Salvatore

Term Expires: 4-15-06

Jeanne Zephir

Term Expires: 4-15-08

MUNICIPAL BUDGET AND STAFFING

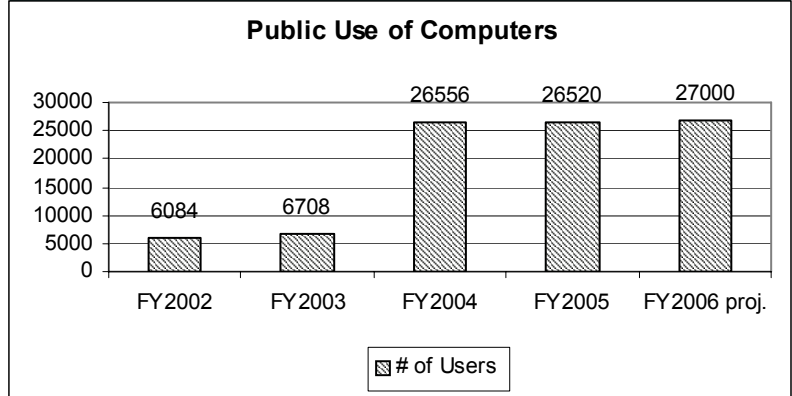
Fiscal Year	Budgeted Staffing	Adopted Budget	Percentage Increase
F.Y. 2006	19 FTE	\$886,866	4.0%
F.Y. 2005	19 FTE	\$852,627	2.6%
F.Y. 2004	19 FTE	\$831,126	1.5%
F.Y. 2003	20 FTE	\$818,384	2.0%

BUILDING PROJECT PROGRESS

- Finalized the Mutual Vehicle Parking Easement with Pilgrim Congregation Church.
- Selected a temporary location for library services through a public Request for Proposal process.
- Finalized the conditions of a Memorandum of Agreement with the Massachusetts Historical Commission, including selected salvaging, for the 39 Pearl Street property.
- Celebrated the closing of the 30 West Street building with a Farewell Fiesta for children and a Sayonara Sleepover for teens.
- Demolished the property at 39 Pearl Street and the carriage house at 40 West Street, both purchased for the building project.
- Applied for and was denied a waiver of accessibility for the West Street entrance from the Massachusetts Architectural Access Board.
- Held a City Auction for surplus furniture, shelving and equipment from the 1960's addition, which is slated for demolition.
- Selected a firm to conduct a code compliancy and structural peer review of the project's construction bid documents through a public Request for Proposal process.
- Selected a Clerks of the Works and Project Manager through a public Request for Proposal process.
- Advertised through public bid for the selection of a general contractor and filed sub-contractors.
- Packed library's art work and antique secretary and transferred to the Fitchburg Art Museum for storage. The library's antique secretary was used by the museum in their exhibit of 18th century art.
- Conducted Fundraising Feasibility Study in anticipation of capital campaign for the building project's furniture, fixtures, and equipment.
- Moved library services from 30 West Street to the temporary location at 690 Mechanic Street in the two weeks the library closed to the public.

**“Such a nice temporary home. Your efforts are reflected in the very nice surroundings. A most appreciative regular patron.”
signed ‘A Friend.’**

Public Access Computer Use



FY05 Total Library Operating Income

Municipal	\$831,126
State Aid	\$ 51,065
Trust Funds	\$ 8,874
Monetary Gifts	\$ 11,478

Non-Recurring Income

1st construction grant payment	\$906,432
LSTA	\$ 10,000
Arts Lottery Grant	\$ 475



Several children write their farewell to the old library building during the Farewell Fiesta celebration.