

# FY14 Annual Report

# LEOMINSTER PUBLIC LIBRARY

WWW.LEOMINSTERLIBRARY.ORG

## MISSION

The Leominster Public Library is a service organization which provides free information in various formats to residents of Leominster and the surrounding communities. The purpose of the public library is to provide those library materials, information, programs, and services which are most wanted by the residents of the service area; to provide convenient access to materials and information; and to actively work to make community members and organizations aware of the resources and services provided by the Leominster Public Library.

## 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, 2013, to June 30, 2014:

- Offered 3,266 hours of service
- Loaned 339,625 books, audio-books, DVDs, videocassettes, compact discs, museum passes, and discovery kits
- Answered 40,751 information/reference questions in-person, by telephone, and via the Internet
- Presented 464 programs attended by 16,808 patrons of all ages
- Processed 31,553 network transfers & interlibrary loans for Leominster Library patrons
- Provided 41,704 sessions of public computer use
- Provided full library service to 26,249 registered Leominster residents
- Utilized 3,268 hours of volunteer assistance
- Added 9,611 new items to the library's collection
- Provided library meeting and group study room space 3,900 times for community groups, non-profit organizations, and individuals
- Registered 649 Friends of the Leominster Library members

**“Leominster Library has been one of the best parts of our family moving further west from the greater Boston area. The frequency and caliber of children’s programs are incredible, establishing the library as a staple in our sons’ literacy experiences. Its programming is on par with something you might expect from a major metro area, like Cambridge, MA. You are bringing awesome experiences to so many families in our area. Thank you for being a treasure of richness for Leominster and its surrounding communities.”**

**Lindsay Lucarelli**



**Fun at the library. Children holding a boa constrictor at the Feldman Children’s Celebration.**

## BOARD OF TRUSTEES

Gilbert Tremblay  
Chairman  
Term Expires: 4-15-16

Carol Millette  
Vice-Chairman  
Term Expires: 4-15-16

Nancy Hicks  
Secretary  
Term Expires: 4-15-17

Mark Bodanza  
Term Expires: 4-15-15

Robert Salvatore  
Term Expires: 4-15-15

Susan Chalifoux Zephir  
Term Expires: 4-15-17

## MUNICIPAL BUDGET AND STAFFING SUMMARY DATA

Fiscal Year	Staffing	Adopted Budget	Percentage Increase
F.Y. 2014	20 FTE	\$1,290,568	5.6%
F.Y. 2013	19.5 FTE	\$1,221,536	< 1%
F.Y. 2012	19 FTE	\$1,216,608	4.5%
F.Y. 2011	19 FTE	\$1,163,826	< 1%

## NOTEWORTHY

- The Leominster Library was chosen to be one of 51 libraries in the Commonwealth to participate in a statewide e-book pilot project.
- Upgraded the Integrated Library System's software to version 2.4, which included re-indexing of the bibliographic database to improve online public access catalog searching.
- Established Millette Memorial and Marcia O'Donnell Art Activities Trust Funds.
- Upgraded staff, service desks, and public computers to Windows 7 64-bit systems.
- Transitioned staff from Office 2003 to Office 2013.
- Began extensive weeding and shifting of non-fiction collection to enable the expansion of other print collections.
- Introduced Zinio, an online magazine service, and Indie Flix, an online streaming of independent films, to the library's collection.
- Awarded the following grants: \$1,500 from the LEGO Foundation for children's science based workshops; \$1,200 from the Gilder Lehrman Institute for an adult film and book discussion series; \$235 from the Leominster Arts Council for a children's summer reading program featuring a Zoomobile.
- Maintained community partnerships with FSU, MWCC, Freedom's Way, Project Apples, Leominster's 4 History, Leominster Community Coalition, May Institute, Leominster Public Schools, and area credit unions for the Volunteer Income Tax Assistance program.



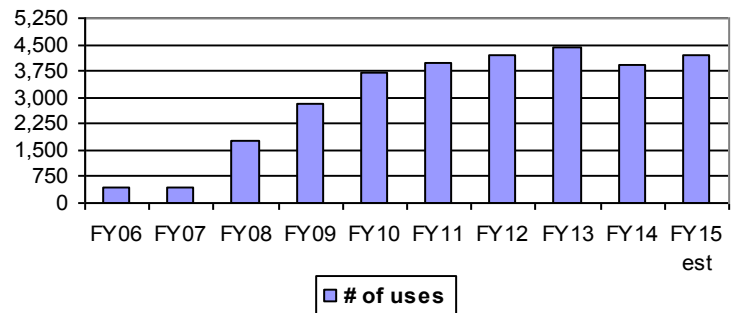
Point n' Swing Big Band performance funded through the Millette Memorial Trust Fund

## A Day in the Life of the Leominster Public Library

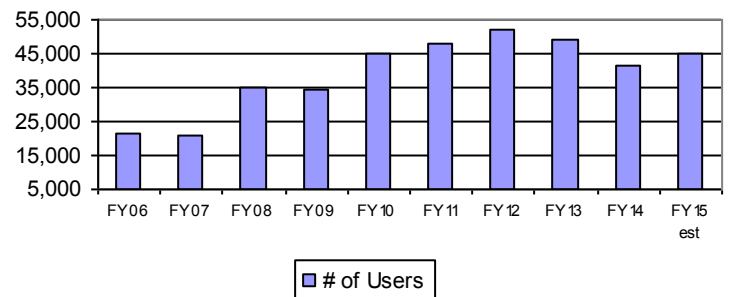
April 12, 2014

- Patron visits = 933
- Circulation = 1,050
- Computer Use = 65
- Information Questions = 92
- Programs = 1
- Program Attendance = 240
- Hours open to the public = 11.5

### Meeting Room Use



### Public Use of Computers



### FY14 Total Library Operating Income

Municipal	\$1,290,568
State Aid	\$ 47,690

### Non-Recurring Income

Friends	\$ 36,758
Grants	\$ 15,649
Trust Funds	\$ 4,815
Monetary Gifts	\$ 21,317