



TOWN OF TRURO

Board of Library Trustees

P.O. Box 2030, Truro, MA 02666

Meeting Minutes of November 18, 2015 Truro Public Library: Cobb Room

Present: S. Keith Althaus, John F. Kolb, James M. Kyed, Sally Brotman, Barbara B. Wood (Chair), Tricia Ford (Library Director), Maggy Hanelt (Assistant Director & Children's Librarian), Carol Mooney (Friends of the Truro Library, FOTL)

The meeting was called to order at 9:30 AM

Minutes of October 21, 2015 were approved

FOTL REPORT: Carol reported on recent FOTL highlights: a Truro Cemetery Tour courtesy of Bob Masson, a successful fundraiser at Van Rensselaer's Restaurant raising \$500, a presentation by Eric Fisher of CapeCodWeather.net that was appreciated by 25 patrons, the Angel Tree which will soon be collecting gifts for 110 children to be distributed by the Homeless Prevention Council, and Jobi Pottery has been commissioned to create unique soup bowls for the January Pot Luck Soup luncheon.

DIRECTOR'S REPORT (Attached): Two noteworthy items on the attached report include the Library Pumpkin that "went viral" reaching over 3.5 million internet users as far flung as Truro, England and Truro, Nova Scotia. Second, Truro was awarded a FOUR STAR rating by the Annual Library Journal LJ Index, an unexpected honor.

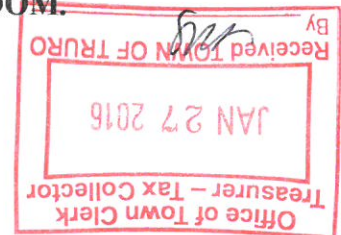
LONG RANGE PLANNING (LRP) GOALS: Trish and Barbara solicited trustee responses and questions regarding the 2013-2017 LRP. Barbara noted that the feedback and evaluation process relied predominantly on written surveys. A question regarding the impetus for Goal #3, which related to historical archiving and oral history, apparently derived from Truro's Tercentennial that soon lost relevance. Keith recommended the FOTL might refer to the LRP Goals for potential program planning purposes. Trish will collate Trustee responses to "How we did in reference to the goals that we set?"

PROJECTED CAPITAL NEEDS: Tricia conducted a site tour for the Trustees, focusing on potential space use planning and renovation needs. As previously noted, the need to reconfigure library spaces in order to better serve current patterns of use creates uncertainty in the capital planning process. This year's budget includes \$15,000 for consultant services to help with the design strategy, hoping to forestall incurring unnecessary interim expenditures.

NEXT MEETING: DECEMBER 16TH 9:30 AM LIBRARY COBB ROOM.

Meeting adjourned at 11:45 PM

Respectfully submitted, Sally Brotman



OUR MISSION: *To engage our community in literature, arts, learning, and in the transforming power of information.*

Truro Public Library

Director's Report

November 2015

Statistics: Attached are the full month statistics for October.

Financial Report: Attached.

Collection Development: No issues.

Building Status:

The generator is expected to arrive tomorrow (Thursday, Nov. 19).

The wallpaper in the periodical room is tentatively scheduled to be installed in December.

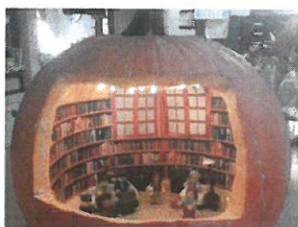
Staff: no issues.

Staffing will be minimal during the upcoming holiday weekends, but will be sufficient. We will be closed on Thanksgiving, but open usual hours the night before, and the Friday and Saturday after Thanksgiving. We will be open until noon on Dec. 24 and Dec. 31, closed Dec. 25 and Jan. 1, and open usual hours on Sat. Dec. 26 and Sat. Jan. 2.

News:

Our stars must have been favorably aligned last month because we had some wonderful things happen. The first honor is that we were awarded 4 stars by the Library Journal's annual LJ Index. Of the 15 Massachusetts Libraries awarded stars, 11 are on Cape Cod.

Another unexpected occurrence was that our "modestly viral" library pumpkin went wildly viral and ended up reaching well over 3.5 million people. It was an amazing experience that led to a mystifying amount of publicity, including television coverage on Fox24, website coverage by the *Boston Globe* and a large number of blogs, traditional print coverage by *Cape Cod Times*, *Provincetown Banner* and the *Cape Codder* and webcast coverage by Eric Williams' *Cape Cast*.



Among the many wonderful things that happened as a result of our Facebook pumpkin, we connected with the public libraries in Truro Nova Scotia and Truro England. Maggie Hanelt is following up to see if it might be possible to explore further connections.

American Library Association Midwinter conference will be held in Boston in January. Maggie Hanelt will be organizing staff attendance.

The FY2017 budget has been submitted.

Respectfully submitted,

A handwritten signature in cursive script that reads "Tricia".

Tricia Ford

Statistics for October 2015

Circulation:

	Oct. 2015	Oct. 2014
cirs	4,149	3,717
e-cirs	446	355
Total cirs	4,595	4,072

	Fiscal 2016	Fiscal 2015
cirs	22,526	23,052
e-cirs	1,738	1,394
Total cirs	24,264	24,446

New Patrons:

	Oct. 2015
Clams	14
Overdrive	4
Total	18

Circulation of non e-books Breakdown (w/o ills) ILLs)

Type of Material:		Adult Print		YA Print	
Print	2,653	Fiction	779	Fiction	71
Video	1,074	NF	487	NF	10
Audio	383				
Misc.*	26	Juvenile Print		Large Print	
(*puzzles, passes, periodicals)		Fiction	906	Fiction	118
		NF	271	NF	11

Collection Management:

New Items	Books	Dvds	Music	Audio	Games	Discards
297	240	54	0	2	1	469

Programs:

22 Children's Programs:	141 Children	15 Teens	136 Adults
2 TCS visits	203		4 Adults
9 Adult Programs:	373 attendees		
1 Bookgroups:	8 attendees		
34 Events	725 Attendees	Total	

FY2016 – OCT. 2015

October 2015

CLAMS SYSTEM CIRCULATION STATISTICS

Stat			
Code	Library Name	Monthly Charges	Year-to-Date Total
13	CLAMS [cl]	155	653
23	CCCC [4c]	528	1,508
43	Hyannis [hy]	7,743	33,941
53	Centerville [cv]	8,767	43,207
63	Cotuit [ct]	3,270	16,872
73	Marstons Mills [mm]	3,690	15,744
83	Osterville [os]	6,002	31,437
93	Sturgis [ba]	4,606	21,178
103	Whelden [wb]	2,476	10,286
113	Edgartown [ed]	3,206	17,898
123	Brooks [ha]	11,118	66,669
133	Orleans [or]	11,980	56,695
163	Bourne [bn]	10,533	47,673
173	Vineyard Haven [vh]	5,341	27,673
193	Chatham [ch]	6,954	36,924
203	Mashpee [mp]	14,645	68,413
223	Brewster [bl]	11,271	55,287
233	West Yarmouth [yw]	2,664	12,863
243	So. Yarmouth [ys]	9,543	43,063
253	Yarmouthport [yp]	2,046	9,005
263	Eastham [ea]	3,358	20,538
283	Provincetown [pt]	2,275	11,028
293	Nantucket [nt]	8,273	44,346
303	Oak Bluffs [ob]	6,934	35,819
313	Truro [tr]	4,149	22,526
323	Wellfleet [wl]	5,812	37,144
343	Dennis Pub. [dp]	5,066	27,234
353	East Dennis [dj]	2,171	11,486
363	Dennis Memorial [dm]	3,194	16,815
373	South Dennis [ds]	1,536	7,862
383	West Dennis [dw]	1,211	6,079
403	Falmouth [fa]	23,602	100,627
413	East Falmouth [fe]	2,178	11,622
423	No. Falmouth [fn]	2,020	11,359
443	Woods Hole [wh]	1,599	9,454
453	West Falmouth [fw]	2,012	10,006
463	West Tisbury [wt]	7,701	40,218
473	Chilmark [ck]	2,259	18,478
483	Aquinnah [aq]	467	2,927
Syst. Total		212,355	1,062,557

Source Report: Circulation Activity by Terminal (compiled monthly).

Comments:

a) same source as libraries' daily stats;

b) credits charging location;

c) in this report, figures may include transactions from terminal # xx1, xx8 as well as xx3.

**TRURO PUBLIC LIBRARY
BUDGET SUMMARY
As of October 31, 2015**

EXPENSES:

MATERIALS (5410)

Beginning Balance:	\$40,154.70	Original Appropriation:	\$60,000.00
Aug. Expenses:	<u>6,954.71</u>	FYTD Expenses:	\$26,800.01
Ending Balance:	33,199.99		

SUPPLIES (5400)

Beginning Balance:	\$9,945.94	Original Appropriation:	\$14,000.00
Aug. Expenses:	<u>1,299.98</u>	FYTD Expenses:	\$4,380.68
Ending Balance:	\$9,619.32		

SERVICES (5200)

Beginning Balance:	\$22,618.61	Original Appropriation:	\$28,835.00
Aug. Expenses:	<u>1,230.27</u>	FYTD Expenses:	\$7,446.66
Ending Balance:	\$21,388.34		

OTHER (5700)

Beginning Balance:	\$5,209.68	Original Appropriation:	\$24,000.00
Aug. Expenses:	<u>348.95</u>	FYTD Expenses:	\$19,139.27
Ending Balance:	\$4,860.73		

BANK ACCOUNTS:

LIBRARY GIFT ACCOUNT (2509)

Beginning Balance	Deposits/Dividends	Expenses	Ending Balance
\$9,676.66	\$1,250.00	\$21.28	\$10,905.38

STATE GRANT ACCOUNT(2302)

Beginning Balance	Deposits/Dividends	Expenses	Ending Balance
\$114.97	\$0.00	\$0.00	\$114.97

COBB INTEREST ACCOUNT

Beginning Balance	Deposits/Dividends	Expenses	Ending Balance
\$3,554.89	\$0.00	\$0.00	\$3,554.89

2015 Library Journal
Star Library Comparison for Mass. Libraries

Expenditure Category	Stars	Library Name	Town	State	Circulation (per capita)	Visits (per capita)	Program Attendance (per capita)	Internet Use (per capita)
\$200K-\$399.9K	****	Cotuit Library	Cotuit	MA	17.6	15.5	1.9	11.6
\$100K-\$199.9K	***	Dennis Memorial Library Assoc.	Dennis	MA	26.6	19.2	0.9	3.6
\$200K-\$399.9K	****	Dennis Public Library	Dennisport	MA	28.8	38.9	1.3	4.6
\$400K-\$999.9K	***	Dover Town Library	Dover	MA	38.2	15.6	3.1	3.1
\$400K-\$999.9K	****	Eldredge Public Library	Chatham	MA	22.3	30.8	2.5	5.5
\$200K-\$399.9K	****	Meekins Public Library	Williamsburg	MA	39.6	19.9	3.2	2.3
\$400K-\$999.9K	****	Osterville Village Library	Osterville	MA	32.3	23.7	3.9	20.1
\$100K-\$199.9K	****	Pelham Library	Pelham	MA	30.8	13.3	4.8	2.4
\$400K-\$999.9K	****	Provincetown Public Library	Provincetown	MA	34.2	116.3	1	15.3
\$200K-\$399.9K	***	Sargent Memorial Library	Boxborough	MA	28	18.8	1.5	3.3
\$400K-\$999.9K	***	Snow Library	Orleans	MA	28.8	25.9	2.5	2.6
\$400K-\$999.9K	***	Sturgis Library	Barnstable	MA	31.3	22.1	1.2	7
\$200K-\$399.9K	****	Truro Public Library	North Truro	MA	31.6	24.2	3.2	3.9
\$400K-\$999.9K	*****	Wellfleet Public Library	Wellfleet	MA	43.2	33.5	5.7	8.9
\$400K-\$999.9K	***	West Tisbury Free Public Library	West Tisbury	MA	38.9	35.6	1.5	2.3