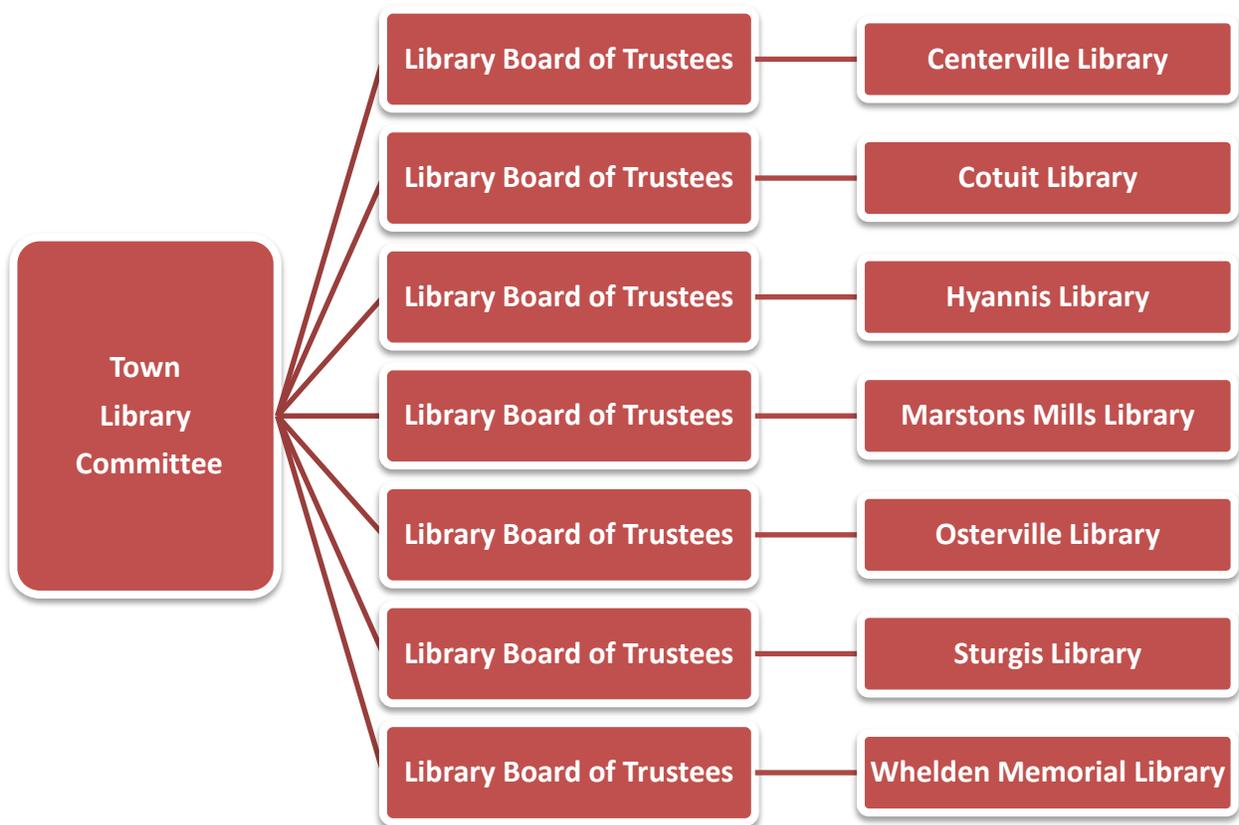


## TOWN PUBLIC LIBRARIES

### Purpose Statement

The primary purpose of the seven independent cooperating libraries in the Town of Barnstable is to promote lifelong learning and enrichment by offering free access to library materials and services to meet the educational, informational and recreation needs of residents of all ages, backgrounds, interests, and abilities.



*The Town Libraries are not departments within the Town of Barnstable government, but are seven independent organizations each with their own Boards of Trustees. The Town has traditionally provided a portion of the libraries' operating funds in the form of grants, but has no administrative oversight of their operations and management of the libraries. The grant is included in the "Other Requirements" section of the Town's General Fund operating budget.*

### Description of Services Provided

Individuals, schools, organizations, and businesses within towns belonging to the CLAMS network are provided free access to library materials and services. Each of the seven libraries within the Town of Barnstable: Centerville Public Library, Cotuit Library, Hyannis Public Library, Marstons Mills Public Library, Osterville Village Library, Sturgis Library (Barnstable), and Whelden Memorial Library (West Barnstable) have distinct specialties, but all have committed themselves to providing the following programs and services:

#### **Popular Materials Program**

- As popular materials centers, the Barnstable libraries provide residents with collections of current high demand, high interest materials for reading, listening and viewing. Books, periodicals, non-print materials and electronic and online resources are available at each of the libraries, as are programs and workshops for adults, young adults and children, story hours, film series, book talks, community issues forums, speaker series and humanities programs.

#### **Formal Educational Support/Independent and Lifelong Learning Program**

- The libraries support individuals in their search for personal and work-related information, including materials on self-improvement, career development, health and nutrition, cultural interests, consumer topics, hobbies and family concerns. The joint collections of the seven libraries provide a wide range of subject materials in a variety of formats geared to all ages and reading abilities. The libraries offer assistance to local private and public schools, colleges, day-care centers, training and literacy programs, adult continuing education classes, senior centers, and homeschoolers. The seven village libraries work together to provide home and in-library access to online resources, databases and research tools to enhance their print and non-print resources, including eBooks, magazine and newspaper databases and indexes, language learning tools, online reference resources and self-paced independent learning courses.

#### **Reference and Information Services**

- The libraries provide timely, accurate, and useful resources for community residents of all ages in their pursuit of information. The libraries promote walk-in, telephone, email reference services, and assist researchers with in-depth studies. The reference and information services are provided by professional information specialists, via interlibrary loan, and through resource sharing provided through the CLAMS Network, the Massachusetts Library System, and the Commonwealth Catalog.

#### **Community Activities and Programs**

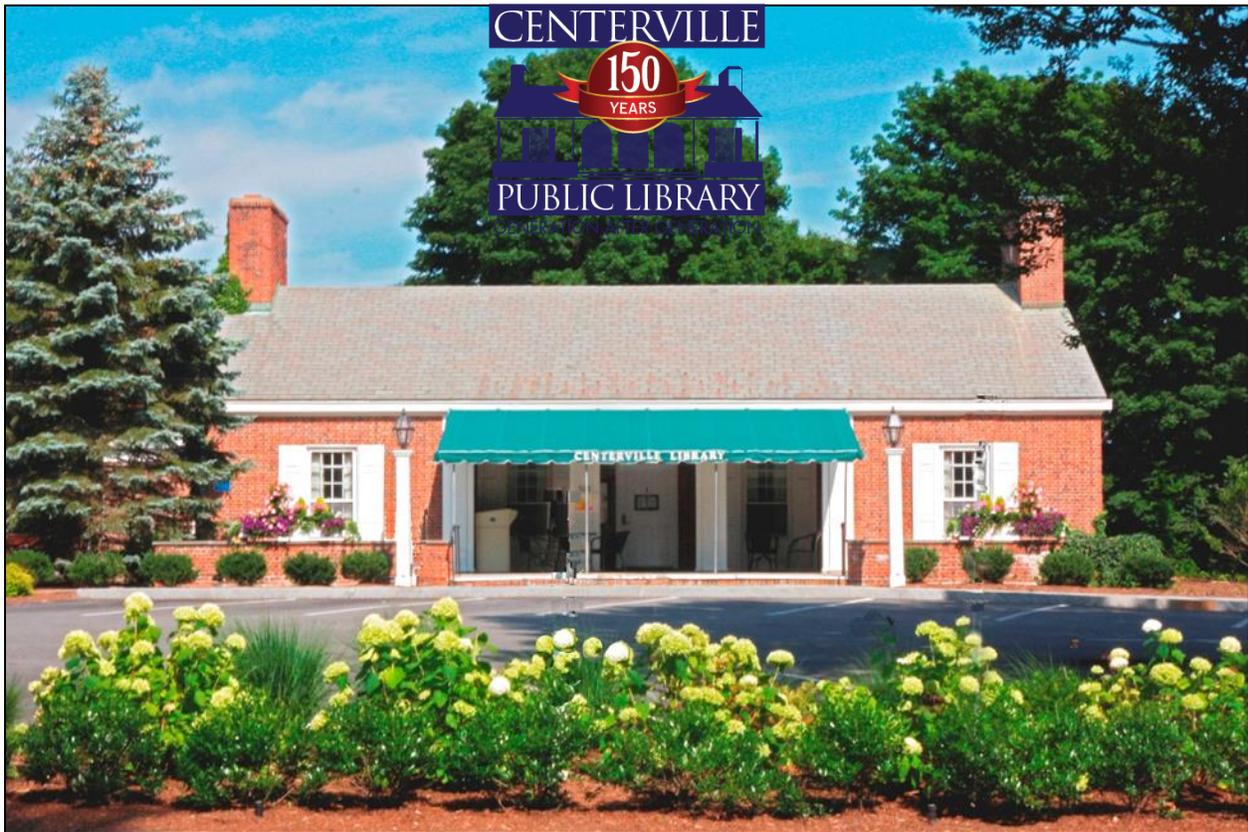
- The libraries serve as centers for community activities by making materials, facilities, and equipment available in support of the social, cultural, and recreational activities of community groups and by co-sponsoring events with other community organizations. Use of the libraries for meetings and exhibits is encouraged and promoted. The libraries support small and large group gatherings of all kinds.

# CENTERVILLE PUBLIC LIBRARY

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## Purpose Statement

As a center of community life, the Centerville Public Library encourages and supports civic, intellectual and cultural pursuits. It provides a wide range of information and materials to people of all ages, using traditional methods and innovative technology. The Library strives to adapt to the changing needs of the community. Its welcoming environment stimulates thinking, enhances knowledge of the world and improves the quality of leisure time. The Library educates the community to understand, appreciate and financially support its relevance.

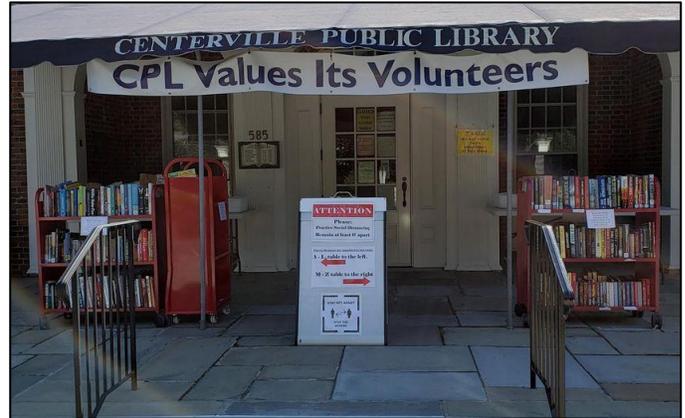


## Recent Accomplishments

- Increased the circulation of digital materials, number of program attendees, and registered borrowers.
- The library took advantage of many grant writing opportunities to fund services and programs.
- The Centerville Public Library Board of Trustees welcomed new board member Andrea Wood.
- Organized a community Block Party to mark the end of our yearlong celebration of the library's 150th anniversary.
- Offered extensive educational programming in the youth services department throughout the year and focused on connection and community. Ongoing weekly programs included four Story times each week, concerts/performances, yoga, Book & Cook, infant massage, creative arts workshops, book clubs, STEM programs, wellness education, family game night and LEGO challenges. Programs for children and young adults totaled 386, and were attended by 6,326 youths and their families. In addition, we continue to provide outreach in the community and partner with the other Barnstable libraries for special events.
- In response to the Covid-19 global pandemic and the mandated closures of businesses and libraries in March, the format of programming changed. Classes and activities were featured on Zoom. The focus in the youth services department was to make meaningful and individualized connections with our young patrons and their families. This began with virtual storytelling, delivering bundles of donated children's books to nearly 100 doorsteps all over Barnstable, window displays, a pen pal program, scavenger hunts, curbside craft grab-and-go kits, and two garden StoryWalks. We continued to foster our relationships with our patrons through Facebook, Twitter, email, our website, phone calls and through socially distanced visits in the parking lot.
- When the state allowed businesses to offer curbside pickup, we created a service model to ensure the continued delivery of outstanding customer care that our patrons have come to expect. Additionally, other services were provided such as: free Wi-Fi; accessible outside the library, homebound delivery services, virtual programming for adults, children and families, and an open-air bookstore for patrons to browse and purchase used books, puzzles, CDs and DVDs. Centerville Public Library worked diligently to serve our community in every possible way while prioritizing the safety of our staff and library community.
- Continued to support the community by providing engaging educational, informational, and cultural programs for patrons of all ages. We offered 861 programs and had a total of 11,962 attendees. Successful programs included: Bus Trip to the Museum of Fine Arts, Great Courses Art Appreciation Series, and Music Masters Series with Joe Marchio of the Cape Cod Symphony, Mass Audubon Long Pasture Wildlife Sanctuary educational lectures, and Cape Cod Genealogical Society workshops.
- Ongoing weekly and monthly programs included: Playwrights Lab, Writing Group, three Book Clubs, Chess Club, two Knitting Clubs, Yoga, Mahjong Club, Computer Assistance, Open Mic Night, Flu Clinics, and Monthly Blood Pressure Screenings/Ask a Nurse. Many of these programs continued in a virtual setting after the March shut down.
- Building modifications were made to safely reopen to the public when feasible. Modifications included: HVAC upgrades, installation of UV light air scrubbers designed to limit exposure to pathogens, installation of air purifiers, foot traffic indicators, hand sanitizer stations, self-checkout station and plexiglass barriers. To allow for continued open-air book sales and curbside pickup during winter months, an outdoor solution was created by installing custom fitted vinyl side drop curtains to fit the existing awning currently in place.

## Recent Accomplishments (Continued)

- Over 80 dedicated volunteers assisted with library operations, fundraisers, served on committees, and made significant contributions to the adult and youth services departments and to the Alice Owen Williams Bookstore.
- Fundraising included our annual Greens Sale, Brick Walkway Project, sales from the Alice Owen Williams Book Store, the Annual Appeal, memorial donations and other donations to help support library services. However, due to the pandemic, we lost substantial revenue when we had to close our doors, shut down our bookstore, and cancel our Annual Auction which is a critical fundraising event to help support our operating budget.



*Centerville Public Library*

## Centerville Goals and Objectives - Town Council's Quality of Life Strategic Plan (SP)

1. Examine our fundraising efforts and identify new directions for funding sources. **(SP: Education, Communication)**
2. Continue to explore new grant writing opportunities. **(SP: Education, Communication)**
3. Build new relationships and partnerships within the community. **(SP: Education, Communication)**
4. Evaluate library operations in order to maximize the effectiveness of our services. **(SP: Education, Communication)**
5. Provide continued lifelong learning opportunities for patrons of all ages. **(SP: Education, Communication)**
6. Continue to provide outreach to schools and organizations within the community. **(SP: Education, Communication)**
7. Strengthen our connections with Barnstable and Cape-wide libraries to generate ideas and pool resources for the benefit of our communities. **(SP: Education, Communication)**
8. Assess the library's print and e-resources collections and acquire materials based on patron requests, use and needs, and to ensure diverse and marginalized perspectives are represented. **(SP: Education, Communication)**
9. Focus on our Young Adult collection and patrons. **(SP: Education, Communication)**

**CENTERVILLE PUBLIC LIBRARY**

**Description of Services Provided**

Centerville Public Library has been the heart and soul of our village community, generation after generation, for almost 150 years. In 1869, local residents established the Centerville Public Library Association and provided books for the village along the shelves of the general store. Over the years, the library has become the center of community life thanks to the generous support of our donors, volunteers and devoted patrons.

Centerville Public Library is a vibrant, active library known for its warm, welcoming environment and the staff who consistently offer exemplary customer care. The library’s collection, innovative programming, excellent service and annual events attract both summer visitors and local residents of all ages. The Alice Owen Williams Bookstore, managed and run solely by volunteers, boasts a well-organized collection of fiction, nonfiction, DVDs, and CDs for patrons of all ages.

Special services include: on-going weekly and monthly programs, technical assistance, public computers, faxing, printing, photocopying, wireless access, digital literacy support and homebound delivery. We engage our patrons through mailings of our Annual Report, quarterly newsletters, and ongoing publicity to newspapers, radio stations, email and popular social media platforms. We also provide meeting space and outreach to local organizations and town officials.



**Centerville Public Library**

**Summary of Budgets & Positions (FTE’s)**

Expenditure Category	Actual FY 2020	Approved FY 2021	Projected FY 2022
Library Funding	\$224,273	\$218,657	TBD
Town of Barnstable	\$363,325	\$356,058	TBD
<b>Total</b>	<b>\$587,598</b>	<b>\$574,715</b>	<b>TBD</b>

Positions	FY 2020 Actual	FY 2022 Proposed
Full Time	4.0	5.0
Part Time	3.0	5.0
<b>Total FTE’s</b>	<b>7.0</b>	<b>10.0</b>

**Centerville Library Workload Indictors**

Description	Actual FY 2020	Estimated FY 2021	Projected FY 2022
Circulation	122,289	120,000	128,000
Items in Collection	76,528	96,900	116,000
Hours Open	2,130	1,448	2,406
Programs Offered	861	400	1,000
Volunteer Hours	5,300	1,870	7,500

**\*Collection data reflects system-wide e-book holdings**

## **COTUIT PUBLIC LIBRARY**

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### **Purpose Statement**

Founded in 1874, the Cotuit Library's mission is to enhance village life by providing a place where community gathers, and all individuals achieve personal growth. The Cotuit Library Association provides and promotes open and equal access to the Library's resources and services in order to support life-long learning, advance general and technical knowledge, encourage creativity, strengthen our Town and the broader Cape Cod community, assist with the adaptation to new technology, and enhance individual quality of life.



## Recent Accomplishments

- Cotuit Library pushed ahead with our five-year Strategic Plan priorities and completed a number of initiatives including improvements to our physical plant to improve energy efficiency; research on library-based best-practices for intergenerational programming; and the implementation of a new Investment Policy to optimize investment returns and financial stewardship.
- The Library has been financially successful despite the closure due to COVID-19. Our Board of Trustees has been fiscally responsible, enabling our Library to flourish during a challenging time.
- Cotuit Library welcomed Lisa Nagel and Eleanor Humphreys as our new Children's and Adult Services Librarians respectively.
- The Library recruited a new Executive Director, poised to take the library in a significant new strategic direction, building on the institution's strong traditions and close ties to the community and raising the library's profile and leadership both within the library community and the community at large.
- Cotuit Library was awarded three transformational grants that have and will continue to enhance our library programs and services and help us fulfill our mission.
  - The American Library Association awarded the Library a highly competitive *Libraries Transforming Communities* grant to enhance media and technology literacy in our community.
  - Our Library was awarded significant funding from the Massachusetts Board of Library Commissioners' (MBLC) Library Services and Technology Act to install and maintain an interactive bio-retention storm water garden, allowing us to generate data for citizen science programming in schools and in our community.
  - The Kirkman Trust Fund of the Town of Barnstable granted the Library funds to purchase books, e-books, and technology to support our holdings.
- The Library surveyed the community and incorporated their feedback into a new plan for the Children's Room that will be clean, welcoming, and accessible for intergenerational patron groups.
- Prior to the pandemic, Cotuit Library offered many programs and events for adults, young adults and children such as *Coffee, Tea and Coloring*; film screenings, Coding Camp, and story hours. Together with the six other Barnstable village libraries, we participated in the 2019 collaborative Summer Reading Program.
- In March of 2020 the Library closed to the public due to the pandemic. All programs and events were cancelled for several months. The Library board and staff pivoted to create a COVID compliance plan that followed Governor Baker's guidelines.
- The Library's current programs and events are focused on three primary themes: promoting accessibility; enhancing children's and family offerings, and innovating to build community despite COVID restrictions. This focus responds directly to community feedback on areas for improvement while providing ongoing access to library services.
- We modified our operations to include curbside pickup and take-home craft kits, and began offering online and outdoor programming, all of which remained in place even when we were eventually able to reopen for browsing.
- During our reopening process we evaluated our technology landscape, including all hardware, software and networking infrastructure, and re-forecasted our budget to improve equipment, and productivity and security, and to support our online offerings, following industry best-practices.
- We have developed and implemented outdoor Tech Help sessions, which are extremely well-attended and highly appreciated, particularly by senior citizens in the community. These sessions both adapt to the realities of COVID-19, and respond to a pressing community need.

## Cotuit Goals and Objectives – Town Council’s Quality of Life Strategic Plan (SP)

1. Provide high-quality, comprehensive library services to the community by sharing, promoting, cooperating with, and celebrating the achievements, resources and programming together with all six other Barnstable libraries. **(SP: Education, Communication, Finance)**
2. Implement a comprehensive strategy to reach and engage children, parents, and intergenerational families that includes: expanded offerings of non-print children’s materials; vibrant programming; and rejuvenated and accessible spaces to fulfill a broad range of needs, thus encouraging library visitation and support. **(SP: Education, Communication, Finance)**
3. Strengthen the stewardship of our physical plant by refining our building maintenance plan. Evaluate our energy efficiency, refresh indoor and outdoor library spaces as needed to encourage patron access and use, promote materials circulation, and increase health and wellness offerings to reinforce our library’s role as a lively village center and community meeting place. **(SP: Education, Communication)**
4. Refine and implement a holistic approach to library funding that clearly articulates the value of Cotuit Library in order to energize donors, encourage robust philanthropy, pursue new and sustainable sources of private and public support, and create worthwhile earned income opportunities. **(SP: Finance)**
5. Collect, analyze, and interpret data regarding in-person and online library use to strategically increase library visitation, materials access and circulation, and provision of community services through targeted efforts and increased visibility. **(SP: Communication, Finance)**
6. Install digital monitoring equipment in the storm water bio retention garden, and form partnerships with schools and other community groups to create extensive formal and informal science programming for all ages. **(SP: Education, Environment and Natural Resources)**

## Description of Services Provided

Cotuit Library is grateful to its hardworking staff, Board of Trustees, the Friends of Cotuit Library (our key organization for community volunteers), and to all of our patrons, neighbors, and supporters who ensure that our library remains the heart of the community all year.

Cotuit Library offers Barnstable and Cape Cod residents and visitors a comprehensive range of library services throughout the year. The Library’s main service roles and priorities are summarized as follows:

The Cotuit Library is the 'heart-of-the-village,' both physically and in spirit. We provide a full range of essential library services to people of all ages, lending fiction, non-fiction and audiovisual material, offering reference and technological services, providing free Internet and wireless access and creating programs for children and adults. The Library supports the research of several local authors, provides a safe and quiet environment for support groups to meet and continues to be an important community center and meeting place for a variety of volunteer and civic organizations. Increasingly, the Library is the space residents turn to for training in the use of a variety of technologies, including e-readers, computers, tablets and cell phones, all of which are used to access information. The Library runs a number of outreach and embedded programs in the community to support all forms of literacy and community connection, and will continue to develop new services to meet our patrons’ needs, particularly for those who require special assistance.

## Description of Services Provided (Continued)

### Characteristics and Specializations

Cotuit Library focuses on being a neighborhood nexus—a safe and welcoming place for individuals to meet and form community. Acting as a year-round meeting space for local community organizations, we are pleased to provide gathering space for the Cotuit Civic Association, the Historical Society of Cotuit and Santuit, the Cape Cod Writers' Club, and our Precinct's Town Councilor. We are always eager to be a place for local book, game and hobby groups to gather.

Cotuit Library facilitates access to a range of health and wellness services, and provides information for seniors, as well as community space for therapy group sessions, and free blood pressure clinics. Cotuit Library encourages everyone to pursue personal growth and assists people of all ages in the development of traditional and digital literacy skills. As such, we provide accessible options for all our materials, programs, and services with assistive devices such as a wheelchair lift to all floors, ADA-compliant restrooms, digital magnifiers and low-vision aids including access to Perkins School for the Blind's library and reading devices. We also offer homebound delivery and outreach programs to local family homeless shelters and other local groups and schools.

Our technology services include one-on-one computer training and e-reader classes, along with outreach programs at the Barnstable Senior Center. We have the latest hand-held mobile devices for in-Library use, and internet-ready public access computers with wireless access throughout the building. We also offer a scanner/printer/copier and a fax machine for use by the public.

Cotuit Library offers popular titles and materials that focus on current topics of interest, as well as rich collections of vintage mysteries and classic science fiction. In addition, we hold specialized collections such as the Fine Arts Collection, the Peck Maritime Collection and the Kirkman Collection of Rare Books. The Library focuses on engaging our adult community with frequent programs and groups including four monthly book discussions, educational luncheons hosted by the Friends of the Cotuit Library, weekly handcrafts, card games, board games, music concerts, movie and documentary showings, crafts, and talks with authors and other guest speakers.

Cotuit Library has an active children's department with two story hours per week and many seasonal and summer reading activities. We offer dynamic programs for children and families such as Cotuit Coding Camp which explores coding and robots, as well as an Astronomy Program featuring high-powered telescopes for public borrowing.

### Collaborative Efforts

Though our traditional collaborations were modified to reflect restrictions due to the ongoing pandemic, we actively sought new partnerships in order to better serve our community during this challenging time. As such, Cotuit Library has seen a number of successful collaborations during the last year.

- Installation of an LSTA grant-funded storm water bio retention garden was completed in partnership with the Association to Preserve Cape Cod (APCC), creating an educational and fun plays cape for children and families.
- During the summer of 2020, Cotuit Library led an innovative, socially-distanced outdoor author talk in partnership with the Cotuit Historical Society at the Cotuit Kettleers' Lowell Field. This event was featured by [The Boston Globe](#) as a creative and welcome format, in the era of COVID, for convening community.
- We formed a new partnership with Perkins School for the Blind to provide access for our patrons to Perkins' full Talking Books catalog.
- We partnered with the Cape Cod Children's Place to distribute robust seasonal activity kits to families in Cotuit.

**COTUIT PUBLIC LIBRARY**

**Summary of Budgets & Positions (FTE's)**

Expenditure Category	Approved FY 2020	Approved FY 2021	Projected FY 2022
Library Funding	\$213,265	\$188,171	TBD
Town of Barnstable	\$188,196	\$184,432	TBD
<b>Total</b>	<b>\$401,461</b>	<b>\$372,603</b>	<b>TBD</b>

Positions	Approved FY 2020	Approved FY 2021
Full Time	1.1	2
Part Time	3.6	2.4
<b>Total FTE's</b>	<b>4.7</b>	<b>4.4</b>

**Cotuit Library Workload Indicators**

Description	Actual FY 2019	Actual FY 2020	Projected FY 2021
Circulation	46,936	43,745	45,000
Items in Collection	76,743	72,335	73,000
Hours Open	2,092	1,512	1,700
Programs Offered	602	358	375
Volunteer Hours	2,749	1,281	1,000
<b>*Collection data reflects system-wide e-book holdings</b>			

# **HYANNIS PUBLIC LIBRARY**

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## **Purpose Statement**

The Hyannis Public Library provides high quality services and resources in order to meet education, information, career, cultural and leisure time needs of those who live, work, and attend school and/or own property in Hyannis.



## Hyannis Goals and Objectives – Town Council’s Quality of Life Strategic Plan (SP)

1. Educate and support the community through planning and implementing a wide range of informational and cultural programs. **(SP: Education, Communication)**
2. Continue to collaborate with other Barnstable libraries to provide excellent library services. **(SP: Education, Communication)**
3. Maintain current technological equipment and services for the public and for Library staff. **(SP: Education, Infrastructure, Communication)**
4. Continue to serve as a village center and meeting place for interest groups and community organizations. **(SP: Communication)**
5. Provide digital magnifiers and low-vision aids to complement our extensive large-type collection. **(SP: Communication)**
6. Support the educational needs of children, young adults, and adults by providing resources for literacy and STEM learning. **(SP: Education, Communication)**
7. Continue to provide proctoring services for students enrolled in distance learning schools or on semester break. **(SP: Education, Communication)**
8. Explore a transformation of the Library facility to reflect a growing and diversified community in an up-to-date and energy-efficient physical plant. **(SP: Education, Communication)**

## Recent Accomplishments

- Presented the Summer Forum speaker series in partnership with JFK Hyannis Museum, and a Local Artists, Writers and Performers series.
- Provided multiple programs for children, including story hour, drop-in board games, Pokemon club, coloring and Lego groups, and additional programming that included visits by members of the Companion Animal Program, Hyannis Harbor Hawks athletes, performances by the Bright Star Theatre Group and a summer reading program.
- Facilitated art sessions for those with special needs, presented programs for Portuguese speakers, and offered lectures and hobby groups for adults.
- Maintained partnerships with various volunteer groups and community organizations, such as the Barnstable Coordinated Family and Community Engagement and the Hyannis Garden Club, for the benefit of the Library and its users.
- Offered digital materials, online databases and virtual Library programming, and connected patrons to a variety of outside virtual resources through our social media channels while the Library building was closed to the public in response to the pandemic.
- Performed a deep-cleaning of the Library building, as well as a staff-led complete inventory and weeding of the collection.
- Developed a multi-step safety protocol for staff and patrons to follow to allow public access to physical Library materials and equipment while adhering to COVID safety standards.
- Embarked on a thorough, professional management assessment of our operations by consulting firm Harrington Management International.
- Said goodbye to Library Director, Carol Saunders, who retired from the Library after 48 years, and welcomed new Director, Antonia Stephens.

**HYANNIS PUBLIC LIBRARY**

**Description of Services Provided**

The name of our village is internationally recognized, and the Library provides services to people from across the nation and around the world. The Library has trained personnel available on-site, by telephone and online.

The Library provides print and digital books and magazines, audio books, music CDs, entertainment and documentary DVDs and large print books for public borrowing, as well as free online resources such as language-learning instruction.

The educational needs of children, young adults, and their families are served through borrowing, story hours, story-telling projects, library visits from teachers and students, as well as active outreach to public and private schools, daycare facilities and home-schooling groups. These activities take place virtually as well as in-person, as need dictates.

The literacy goals of the community are supported through the Library’s services and resources for English Language Learning, which also include tutoring sessions for public school students and adult learners and acting as a research and interlibrary loan center for the Sturgis Public Charter School.

The Library supports and meets the unique needs of our community’s special populations, which include at-risk and not housed singles and families. Outreach service is also available for the distinctive needs of the homebound and institutionalized through delivery of books by a network of volunteers and in cooperation with facilities in our area.

The Library offers space and support for cultural awareness and cooperates with local organizations to promote beneficial services to the families, businesses and professionals within the Barnstable community.

**Summary of Budgets & Positions (FTE’s)**

Expenditure Category	Approved FY 2020	Approved FY 2021	Projected FY 2022
Library Funding	\$77,070	\$133,800	TBD
Town of Barnstable	\$527,875	\$504,662	TBD
<b>Total</b>	<b>\$590,190</b>	<b>\$638,462</b>	<b>TBD</b>

Positions	Actual FY 2020	Actual FY 2021
Full Time	6.0	6.1
Part Time	2.8	1.5
<b>Total FTE’s</b>	<b>8.8</b>	<b>7.6</b>

**Hyannis Library Workload Indicators**

Description	Actual FY 2019	Actual FY 2020	Projected FY 2021
Circulation	116,848	84,512	90,000
Items in Collection	82,261	91,146	88,000
Hours Open	2,153	1,677	1,248
Programs Offered	474	280	120
Volunteer Hours	980	572	65
<b>*Collection data reflects system-wide e-book holdings</b>			

## MARSTONS MILLS PUBLIC LIBRARY

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### **Purpose Statement**

The purpose of the Marstons Mills Public Library (MMPL) is to meet the informational, educational, recreational, and cultural needs of the residents, schools, businesses, and organizations in the Town of Barnstable through personal service, information resources and public programs. In its role as a village library, MMPL serves as a popular materials center, a reference resource, a computer facility, a community-gathering place, as well as a facility where children are welcomed and nurtured.



## Marston Mills Goals and Objectives – Town Council’s Quality of Life Strategic Plan (SP)

1. To return to our regular open hours (48 hours per week; open Monday- Friday at 9:00 am, Saturday at 10:00am). **(SP: Education, Communication)**
2. To continue to partner with the Senior Service Corp and Elder Services to recruit volunteer support for circulation in the children’s room and events once we are physically able to do so. **(SP: Education, Communication)**
3. To improve the aesthetics of the Library’s landscaping and grounds. **(SP: Infrastructure)**
4. To investigate new and innovative funding ideas. **(SP: Finance)**
5. To provide sufficient and diverse print and Library materials in all formats to meet the interests and needs of all Library users, specifically in the areas of recreation, finance, employment, community services and health. **(SP: Education, Communication)**
6. To provide professional development opportunities to our staff and valued volunteers. **(SP: Education, Communication)**
7. To continue to provide support and access for new information formats and devices such as streaming audio and video, digital e-books and e-book readers and research databases. **(SP: Education, Communication)**
8. To continue to provide outreach to schools and youth organizations in Marstons Mills and to collaborate with schools to provide programs and resources. **(SP: Education, Communication)**
9. To increase collaborations and partnerships with area conservancy, literacy and human service agencies to provide both increased programming and access to those programs. **(SP: Education, Communication)**
10. To work in collaboration with the six other village libraries in Barnstable to provide comprehensive library services to the residents of the Town of Barnstable and to identify areas for collaboration and cost savings. **(SP: Education, Communication, Finance)**

## Recent Accomplishments

- MMPL’s Third Annual Teen Writers Conference; a weeklong writing workshop featuring some of the bestselling YA authors in the country; was held virtually this year. Through the generosity of the Kirkman Trust and sponsorships from local businesses we were able to attract the same renowned authors, supply participants with books and materials and encourage our local teen writers to explore their creativity.
- In December of 2019, for the 5th year, MMPL participated in the “Spectacle of Trees” which collected over \$100,000 for local non-profits annually.
- Virtually collaborated with the National Novel Writing Month with writing programs.
- Through the generosity of the Kirkman Foundation volunteers were able to maintain and replant the Library’s “Patchwork Educational Garden” they were also able to deliver over 1,685 bouquets of fresh flowers to Barnstable residents who could use a smile during this most stressful COVID -19 year, porch side of course!
- The library collaborated with both the other Barnstable and with libraries state wide to provide virtual programs during the pandemic.
- Through the generosity of the Enoch Cobb Trust, we were able to add many children’s books for Summer Reading.

## **Recent Accomplishments (Continued)**

- Despite the Village Vision construction project in the Fall of 2019 and the advent of the Covid-19 pandemic closure in the Spring of 2020, the Marstons Mills Library continued to serve its patrons during road closures, library closures and other adverse conditions either in person, through curbside pick-up or virtual programming.
- We were also able to provide “Story Hour Bundles” comprised of at least four books per bundle, multiple activities and links to our virtual reading programs to all participants.
- Enhanced collaboration with the other Barnstable Libraries on the Summer Reading Program- virtually.
- Each week we provided “Make and Take Crafts” to the children of Barnstable.

## **Description of Services Provided**

The Library serves the residents of the village of Marstons Mills, the Town of Barnstable, and the Commonwealth of Massachusetts. The Library provides books, magazines, audio CDs and mp3s, music CDs, DVDs, e-book, audio, and digital downloads, e-book readers, and databases. This also includes Wi-Fi internet access and specialized collections and services for the four primary user groups who comprise our patrons: preschool children and families; school-aged children and families; adult readers and information seekers; and older adults who look to the Library for specific services, recreational programs and continuing education.

Marstons Mills is the third largest village in the Town of Barnstable, but it is second largest in terms of population growth. According to the 2010 census, 19% of Barnstable’s overall population resides in Marstons Mills. The village is home to West Villages Elementary School and the Barnstable United Elementary School. Together these schools provide service to 878 students. The village population is composed primarily of working families with children. Most of our population lives on-Cape year-round, and as a result, MMPL is busy throughout all seasons. The Library’s primary services are:

- Popular materials center
- Computer access center
- Children’s information and activity center
- Lifelong learning center
- Community meeting and information center
- Technology resource center

The Library has increased the usable size of its building, which has resulted in increased usage and circulation. Like all Barnstable libraries, it is challenged each year to raise sufficient funds through private donations and community fund-raisers to meet the obligations in our operating budget. Despite these obvious disadvantages, and the Coronavirus pandemic however, MMPL circulated over items last year.

**MARSTONS MILLS PUBLIC LIBRARY**

**Description of Services Provided**

The Marstons Mills Public Library offers its users the following services in addition to its circulating collection:

- Special collections include the Nancy Reardon Drama and Theatre arts collection; Lilith Gordon Women’s Poetry Collection; and the Susan Martin Speculative Fiction Collection.
- During non-pandemic times the library serves as a meeting place for many community organizations including the Marstons Mills Historical Society, Academy of Life Long Learning classes, Cape Cod Writer’s Center and neighborhood associations.
- Active children’s department with story hours, 4-H, home school club, mother-daughter book club, and other after-school activities.
- Technology classes and one-to-one technical support for e-readers;
- Partnership with Elder Services to provide volunteer support;
- Designated as a lending site for materials from the Perkins Braille and Talking Book Library;
- Collections include materials that support diverse cultures and languages;
- Regular and special adult programs, and
- Homebound delivery service.

**Summary of Budgets & Positions (FTE’s)**

Expenditure Category	Actual FY 2020	Approved FY 2021	Requested FY 2022
Library Funding	\$71,462	\$85,000	TBD
Town of Barnstable	\$216,194	\$211,692	TBD
<b>Total</b>	<b>\$284,757</b>	<b>\$296,692</b>	<b>TBD</b>

Positions	Actual FY 2019	Actual FY 2020
Full Time	1.50	1.50
Part Time	3.50	3.50
<b>Total FTE’s</b>	<b>5.00</b>	<b>5.00</b>

**Marstons Mills Library Workload Indicators**

Description	FY 2020 Actual	FY 2021 Estimated	FY 2022 Projected
Circulation	45,245	35,000	45,000
Items in Collection	61,245	62,000	63,500
Hours Open	1,796	2,396	2,396
Programs Offered	100	300	300
Volunteer Hours	1,482	1,200	1,200
<b>*Collection data reflects system-wide e-book holdings</b>			

# OSTERVILLE VILLAGE LIBRARY

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## Purpose Statement

The purpose of the Osterville Village Library is to inspire lifelong learning, advance knowledge, and strengthen our community. To fulfill our mission, we rely on library staff, collections, programs and the participation of our patrons and community.

*“Libraries open minds, open doors, open lives”*



**Osterville Goals and Objectives - Town Council's Quality of Life Strategic Plan (SP)**

1. To enhance the lives of the residents of Barnstable by serving as a cultural, social and intellectual center for the community, through access to our library's collection, programming and special events. In addition, serving the community through difficult times and adapting to meet those needs. **(SP: Education, Communication)**
2. To offer a thoughtful, well rounded collection of books and media to meet patron's needs and a variety of educational, artistic, entertaining and informative programs and services for children and adults. **(SP: Education, Communication)**
3. Expand our databases to assist people in remote learning & up skilling along with support to parents and teachers to assist with hybrid learning. To develop and grow our 21 Century Innovation Center and Community Maker space learning and creativity lab. **(SP: Education, Communication)**
4. To work in collaboration with the other six Barnstable Village Libraries to provide comprehensive library services to the residents of the Town of Barnstable, including cooperative planning, programming and services/resource sharing. **(SP: Education, Communication)**
5. To reach out and build our donor base and awareness of the importance of libraries in this changing world. New release of naming opportunities along with the formation of an endowment with the Cape Cod Foundation. To continue to take advantage of Grant writing opportunities that will benefit the library. **(SP: Finance, Communication)**



***Osterville Public Library Social***

6. To be the central gathering spot for meetings and interactions in the community. To expand our collaboration with other non-profits and to bring more diverse programming to the Library. **(SP: Education, Communication)**
7. To continue to provide information and knowledge in whatever form it takes and educate our patrons on emerging technologies. **(SP: Education, Communication)**

## Recent Accomplishments

- With a grant from the Horizon Foundation we were able to add the UdeMy Database to our collection. This has allowed our patrons access to over 4,000 online video educational and personal enrichment classes.
- We held Human Library, a first on Cape Cod, bringing people together and learning to unjudged them. The *Human Library* challenges stereotypes and prejudices through dialogue. The *Human Library* is a place where people are books on loan to readers for discussions.
- We expanded our collaborations with JrTech and offered classes for tweens and teens to include Game Development in Scratch, Escape Room Design, Sustainable Package Design and more.
- The Children's Room is continually evolving to meet the needs of young children. Our take away crafts and activity sheets were extremely well received. New "check-out" items include many educational games such as Hit the Habitat Trail, World Geography Game, and Earth Science Bingo, were added to our collection.
- The summer reading program was enhanced by the addition of an online format called Beanstack. Along with the generosity of the Enoch Cobb Trust, numerous children's books were added to the collection through this grant.
- A collection of glass, metal and other unique-material Menorahs were on display in the lobby showcase. The winter Christmas Stroll brought hundreds of people to the library to enjoy the whimsical holiday display on the lawn and have hot chocolate. Mrs. Claus greeted young children, helped them write letters to her husband, Mr. Claus, and posed for pictures.



**Osterville Public Library**

- Our Innovation Center continues to host a wide variety of virtual reality "experiences". These important and impactful experiences help teach all ages about racial unrest of the late 1960s include, among others, "*I am a Man*", "*Traveling While Black*" and a tour of "*Ann Frank's House*".
- We also provided meeting space to several groups including Cape Literacy, Wianno Yacht Club, WellStrong, Osterville Garden Club, Philanthropy Partners of Cape Cod, Girl Scouts and many more.
- Attended by many, the 2019 Library's Veteran's Day Walk guided members of the community on a tour of several monuments in Osterville that commemorate important contributions of those who have served.
- When required to close in March 2020 due to the Pandemic, OVL put carts of children's and adult's books from our gently used bookstore, out front of the library for people to take as part of our "One-Way Books" thousands were given away.

## **Recent Accomplishments (Continued)**

- The library looked at its resources and donated the entire filament from our 3D printer to the Cape Cod Makers in support of their efforts in making face shields. Our sewing machines we used and continue to be used for making cloth masks for various group homes and others in need.
- The library provided a weekly newsletter filled with helpful tips for homeschooling, activities for kids, links to town information, trustworthy COVID information, along with interviews, local places to eat and how to get help.
- The library offered and continues to offer space to the Red Cross and collected over 200 pints of blood.



***Osterville Public Library***

- It was not a race but a call to service for our community. Proactive planning and preparation enabled our Library to open on the first day the Governor allowed libraries to re-open. With all of the guidelines in place and additional precautions measures taken, the library opened its door and progressively returned to full service. OVL continues to adapt to keep staff and patrons safe.
- We continued to provide 7 days a week services such as printing, faxing and computer use.
- OVL remains a safe place when power outages and more recently, tornado warnings, occur in our area.
- OVL offers a special print and curbside materials pick-up for people who want limited contact.
- The library made a video of how we planned to open amid COVID that was also featured on the front of the MBLC website.
- When other building remained closed we provided space to the AARP to extend tax season with the AARP over the spring months to low income people who otherwise would not have been helped.

## **Description of Services Provided**

As we continue to evolve the Osterville Village Library it has served both as a resource for continued learning and as a center for village traditions. Since the new library building opened its doors in 2012, the Library's role in the village and the Town has been growing through its enriched programming and resources. It has become a 21st century library as a cultural, social and intellectual center for the community, while continuing the rich traditions that have always been the hallmark of the library to the village.

The Osterville Village Library is the only Barnstable Library that is open seven days a week throughout the year and offers the following:

## Description of Services Provided (Continued)

- Art exhibits: recent example includes the works of master sculptor David Lewis, the works of Sam Barber, Karen Crocker and Susan Ferriman-Jenkins.
- Growing our “Library of Things” where patrons can check out a volleyball set, a portable screen, sewing machine, ukulele, watt tester, coding kit, keyboard, bird watching kits and many more fun and educational items.
- Programming geared towards educating to deal with life and current issues, numerous programs and interactive events for adults such as dealing with grief, using Google and zoom, genealogy, and mental health to name a few.
- Our demonstration rain garden continues to attract people to Osterville to see how to responsible landscape around their homes and protect our resources.
- The Friends Bookstore is open the same hours as the library. The new space allows for easier browsing. Proceeds from the bookstore help to support library services.
- Hosted AARP Tax-aides who, in conjunction with the IRS are certified volunteers who provided to low and middle-income taxpayers free preparation and electronic filing of Federal and Massachusetts income taxes forms.
- To assist our vision-impaired patrons we have a large assortment of large print books, and a Merlin Enhanced Vision machine for desktop magnification. We also provide resources and info from the Perkins School.
- In our expanded Makerspace area children, ages 7 and up, can experiment, problem-solve, and create with STEAM materials. They can use and/or borrow electronic, robotic, coding, drafting and buildings kits, and try out quality apps on the Makerspace iPad, learn American Sign Language, handwriting, and all about dinosaurs.
- In addition to a variety of enrichment programs for all ages, our traditional story hours are offered outside in our gazebo.
- Technology assistance with tablets, phones, e-readers, and Mac and PC computers available by appointment.
- Free books are provided year round at Dowses Beach in our Little Lending Library.
- Our YouTube channel provides informational and entertaining videos on demand.
- We have expanded our e-book collection and continue to offer, newspapers and magazines.

## Fundraising is continuous focus:

The library will continue with traditional seasonal fundraising events as they are allowed given the current environment and regulations regarding gathers, social gatherings and guidelines to reduce risks to the community.

Among the possibilities will be:

- The 3<sup>rd</sup> Annual Plein Air Osterville. As in the past, the fundraising effort is likely to continue to be both a virtual experience and where possible as a live event.
- The 10<sup>th</sup> Annual Experience Osterville. A mainstay in popularity and fundraising, the publication will continue to incorporate stories of interest to the community, reference information for services, activities and events and easy access to contact advertisers. The publication will continue to be available in three forms, print, electronic and through an APP on either IOS or Android platform.

**OSTERVILLE VILLAGE LIBRARY**

**Fundraising is continuous focus: (Continued)**

- The 46<sup>th</sup> Annual Golf Tournament will again be held in September where golfers enjoy a day of pristine golf. Depending on local conditions the event will be hybrids offering of in-person and virtual play by reservation.
- The 41<sup>st</sup> Annual Cape Cod 5K Championship Road Race, to benefit the OVL will be adjusted according to local conditions for large gatherings. The event could be a hybrid offering of in-person event or virtually at the leisure of the runner.
- The 29<sup>th</sup> Annual Car Raffle continues to be popular as well as an important fundraiser for the library. Ticket sales will continue through the summer season as the Library continues to offer a highly desirable vehicle as the grand prize!

**Summary of Budgets & Positions (FTE's)**

Expenditure Category	Actual FY 2020	Approved FY 2020	Projected FY 2020
Library Funding	\$558,180	\$625,200	\$589,376.
Town of Barnstable	\$276,759	\$276,759	\$271,224
<b>Total</b>	<b>\$864,939</b>	<b>\$901,959</b>	<b>\$860,600</b>

Positions	Actual FY 2020	Approved FY 2021
Full Time	6.00	5.00
Part Time	7.00	4.00
<b>Total FTE's</b>	<b>13.00</b>	<b>9.00</b>

**Osterville Library Workload Indicators**

Description	Actual FY 2019	Actual FY 2020	Projected FY 2021
Circulation	109,254	98,339	99,322
Items in Collection	82,317	80,225	81,027
Hours Open	2,669	2,028	2,496
Programs Offered	969	850	TBD
Volunteer Hours	3,653	2,009	TBD

**\*Collection data reflects system-wide e-book holdings**

# **STURGIS LIBRARY**

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## **Purpose Statement**

The Sturgis Library, a historic public library in the village of Barnstable, is dedicated to providing services and resources to meet the needs of a contemporary community while preserving and promoting Cape Cod history.



## **Sturgis Goals and Objectives – Town Council’s Quality of Life Strategic Plan (SP)**

1. To work in cooperation with the six other village libraries in Barnstable to provide comprehensive library services to the residents of the Town of Barnstable, including cooperative resource sharing services, reference and information services, local history and genealogy research services, cooperative planning, programming, and scheduling of events. **(SP: Education, and Communication)**
2. To act as a community gathering place and center for civic, cultural, and other events. **(SP: Education, Communication)**
3. To identify and attract new sources of funding, including support from public and private grant funding agencies, foundations, businesses, and individuals. **(SP: Finance)**
4. To provide increased access to the library’s Special Collections, including our genealogy, maritime, and Cape Cod history collections, and to enhance and preserve the collections. In addition, to provide comprehensive reference service in this area, as well as general reference service to the public. **(SP: Education, Communication)**
5. To offer diverse and comprehensive collections, programs, and services to adults, young adults and children, including curriculum support and lifelong learning opportunities. **(SP: Education, Communication)**

## **Recent Accomplishments**

- Sturgis Library was awarded a number of special grants to enhance library programs and services to the community.
- The Arts Foundation of Cape Cod awarded the Library a grant to fund a workshop in writing [Flash Fiction](#).
- The Kirkman Trust Fund of the Town of Barnstable granted us funds for the purchase of books, ebooks, and technology.
- The Cobb Trust granted the Library funding for the purchase of library materials for the Summer Reading Program.
- Our stone retaining wall was completed, and now protects the building from the eroding hillside.
- The exterior of the building was repainted.
- In the summer of 2019, we held a very popular Kurt Vonnegut Reading Marathon and related events over a long weekend. The weekend included a lecture at Tales of Cape Cod by Vonnegut’s daughter Edie, a day-long marathon reading of Slaughterhouse-Five, a cocktail party, a doodling workshop, a panel discussion, and a Chowderfest.
- We said farewell to Assistant Director Karen Horn. Adult Services/Reference Librarian Corey Farrenkopf was appointed the new Assistant Director. We welcomed new Youth Services Librarian Christy Munier and new Bookkeeper Polly Brazelton.
- The Library provided notary services to dozens of visitors throughout the year.
- We participated in the Cape-wide Hydrangea Festival in July of 2019, featuring three local gardens. We are grateful to our dedicated gardeners for opening their grounds for us to enjoy.

## **Recent Accomplishments (Continued)**

- Prior to the pandemic, the Library sponsored many programs, exhibits, and events for adults, young adults, and children, including lectures, music and craft programs, writing workshops, sales of books, music, jewelry, plants and more, story time, Lego Club, and other well-attended programs and events. We offered two sold-out Behind the Scenes Tours of the Library. We held our first ever Winter Solstice Celebration, which was attended by over 150 people of all ages. Together with the six other Barnstable village libraries, the Library participated in the 2019 collaborative Summer Reading Program.
- In March of 2020 the Library closed to the public due to the pandemic. All programs and events were cancelled for several months. In May we resumed programming online using Zoom. On May 18th, we began offering curbside pickup of library materials, and offered children and their families a story walk in the front yard, as well as a takeaway craft each week. Visitors could shop at our Ongoing plant sale and our Fresh Air Book Sale. We offered a Seeds By Mail Program which was a huge hit.
- The Library said goodbye to Board members Jeanie Hill, Suzy Genest, and Greg Williams. We welcomed new Board members Lindy Coggeshall, Jenn Mullin, and Steve Whitmore.

## **Description of Services Provided**

Sturgis Library is grateful to its hardworking staff, Board of Trustees, volunteers, and most of all its library patrons and visitors, who support us throughout the year. The success of Sturgis Library is due to the people who enter its doors – to visit, to relax and read, do research, check out library materials, attend events, or to share a part of themselves with us. Many, many thanks.

Sturgis Library offers Barnstable and Cape Cod residents and visitors a comprehensive range of library services six days a week throughout the year. The Library's main service roles and priorities are summarized as follows:

One of Sturgis Library's primary service roles is to provide specialized research collections, services, and facilities for the study of Cape Cod history, genealogy, and maritime culture. Unique among libraries of the Town and County of Barnstable, the Sturgis Library is distinguished for the scope and depth of its special collections and the services it provides to students, genealogists, historians, and others interested in finding out about the rich history of Cape Cod and the Islands. Access to the Library's historical collections and archives is provided free of charge to all researchers. Another of the Library's important missions is to act as a primary cultural and community center. A full series of special programs, speakers, and exhibits throughout the year adds to the educational and recreational opportunities available to residents of all ages. Groups and organizations from around the community have access to the Library's meeting space, and tourists and visitors come to tour our historic building.

The Sturgis Library is a historic public library and research archive located in Barnstable Village. The original historic building was constructed in 1644, which gives the Sturgis Library the distinction of being the oldest library building in the country. The Sturgis Library's special collections include the Lothrop Genealogy & Local History Collection and the Henry Crocker Kittredge Maritime Collection, which are used by researchers around the country. The Library's extensive research archives include ship's logs, whaling journals, manuscripts, family histories and genealogies, diaries, correspondence, photographs, cemetery records, early land deeds, and maps dating back to Barnstable's first settlement. Online services include access to digital archives of photographs, documents, deeds, postcards, and the Barnstable Patriot newspaper from 1830 to 1930. The Sturgis Library also offers in-library access to Ancestry.com Library Edition, and home access to Heritage Quest genealogical databases.

## STURGIS LIBRARY

### Characteristics and Specializations

In addition to a wide variety of fiction and nonfiction books for readers of all ages, the Sturgis Library has a large selection of movies on DVD, audiobooks, puzzles, ebooks, and music on CD. There is a circulating collection of books about Cape Cod and by Cape Cod authors, as well as a dynamic selection of materials for young adults and children. We also offer a lending "Library of Things" including a telescope, ukulele, knitting kits, outdoor games, learning toys for children, equipment, and other educational items for the public to borrow.

Special services include free internet and wireless access; service to homebound patrons; and fax, scanning, and photocopying services. We offer extensive research assistance, from homework help to genealogy assistance.

The Library maintains an attractive and busy Book, Gift, and Mini-Thrift Shop year round. Proceeds from the shop go to enhancing library services and programs, and preserving our historic collections and building.

The Library offers an active schedule of special programs, speaker series, exhibits, and displays for all ages. In addition to weekly programs for children and monthly programs for adults, the library hosts a scholarly book discussion group. The library hosts an on-going exhibit of artwork by local artists and crafters, and has monthly displays of collectibles, artifacts, antiques, and other items of local interest.

In addition to the Sturgis Library's busy schedule of events and activities, the library hosts meetings and events sponsored by other area organizations. Our meeting spaces are available to local groups of all kinds. We welcome visits by school and other groups, and are happy to organize special tours of our historic building for groups or individuals.

#### Summary of Budgets & Positions (FTE's)

Expenditure Category	Approved FY 2020	Approved FY 2021	Projected FY 2022
Library Funding	\$316,464	\$298,370	TBD
Town of Barnstable	\$258,817	\$253,642	TBD
<b>Total</b>	<b>\$575,281</b>	<b>\$552,012</b>	<b>TBD</b>
Positions	Approved FY 2020	Approved FY 2021	
Full Time	4.7	4.7	
Part Time	2.0	2.0	
<b>Total FTE's</b>	<b>6.7</b>	<b>6.7</b>	

### Sturgis Library Workload Indicators

Description	Actual FY 2019	Actual FY 2020	Projected FY 2021
Circulation	66,429	55,826	60,000
Items in Collection	74,770	70,481	72,000
Hours Open	2,143	1,731	1,900
Programs Offered	324	259	290
Volunteer Hours	632	410	0
<b>*Collection data reflects system-wide e-book holdings</b>			

# WHELDEN MEMORIAL LIBRARY

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## Purpose Statement

Our mission is to serve West Barnstable Village by providing popular reading materials, reference resources for independent and formal learning, and electronic access to the information network. We work to preserve and promote the heritage of both West Barnstable and Cape Cod. Whelden Memorial Library serves the Village as a meeting place and a forum for civic and cultural events.



## Whelden Goals and Objectives - Town Council's Quality of Life Strategic Plan (SP)

1. Examine our mission and create a new strategic plan for future development. **(SP: Finance, Communication)**
2. Analyze our fundraising efforts and explore new directions for funding sources. **(SP: Finance)**
3. Continue to investigate new opportunities to build relationships and collaboration with other Village community organizations to enhance services within the community. **(SP: Communication, Education)**
4. Increase professional development opportunities for our staff and volunteers. **(SP: Communication, Education)**
5. Expand our services to older adults to support lifelong learning opportunities. **(SP: Communication, Education)**
6. Support digital literacy in the community by increasing programming in emerging technologies to adults, young adults, and children. **(SP: Communication, Education)**
7. Continue to develop thoughtful and engaging programs of interest for patrons of all ages. **(SP: Communication, Education)**
8. Continue to evaluate the library's entire collection to meet the evolving needs of all patrons and to ensure that diverse and marginalized perspectives are represented. **(SP: Communication, Education)**
9. Continue to revise and improve our homebound delivery program to provide a wider range of services. **(SP: Communication, Education, Finance)**
10. Continue to assess and expand our collection of large print books and audiobooks. **(SP: Communication, Education)**

## Recent Accomplishments

- While the Covid-19 Pandemic may have closed the building, it did not close the library. Whelden Memorial Library increased its digital collection by over 75%. Curbside pick-up was very popular and resulted in only a slight dip in circulation.
- Before March 15<sup>th</sup>, 2020, the children's room had enjoyed an increase in the number of families who use the library. We offered a weekly story time for toddlers and above, arts and crafts, STEM events, gardening projects, cookie decorating classes, and occasional evening bedtime/pajama storytime. Significant time was spent to update and renew the collection resulting in a refreshed children's room.
- We continue to partner with West Parish Family School to provide a Storytime program for pre-kindergarten students. We also participated in the Halloween Safety Program held by the West Barnstable Fire Department.
- The Summer Reading program was subdued but still serviced the children of West Barnstable. A grant provided a two year subscription to Bean Stack, a reading program designed to challenge children to read more.
- Continued to support patrons in need of homebound delivery services through our reorganized and enhanced delivery program.
- Utilized a plan to update and prioritize capital projects. Several building repairs and improvements were made this year, including water proofing the basement and replacing the hot water heater.
- Offered one-on-one tutoring sessions to support the digital literacy goals of the community.

## Recent Accomplishments

- Expanded our social media and digital presence with Constant Contact and Facebook. Currently, 547 patrons receive email notifications about programs, critical fundraisers, and library closings.
- While the building was closed, the collection was weeded to allow a better patron experience.
- Mary Howe received the 2020 annual “Citizen of the Year” award from the Board of Trustees for her work with the Whelden Memorial Library and the Friends of Whelden Library.
- The Trustees hired a new Director in October. Kelly Depin, MLS, is a librarian of long standing whose most recent work was in education. She brings a depth of knowledge and enthusiasm to the position.
- Whelden applied and received from the town the designation of a “building of historical significance”. The original section of Whelden Memorial Library was built by the citizens of West Barnstable.
- The Board of Trustees and the Friends of the Whelden Memorial Library continued to sponsor essential fundraising events, such as Book Sales, participation in the annual West Barnstable Village Festival, Bake Sales and the bottle and can recycling fundraiser that takes place at the Transfer Station. The funds raised through these efforts contributed critical financial support to the annual operating expenditures of the library.
- Before the closure of the library building, there were several popular programs presented, including Winter Birds with Mass Audubon, Elder Law presentations, LiLiu the Chinese Acrobat in concert with the Barnstable Libraries and after the pandemic closure, story times via Facebook Live.
- The library became a fine-free library by vote of the trustees. Patrons can now enjoy the library without worry of fines preventing them from utilizing resources.

## Characteristics and Specializations

Whelden Memorial Library is a historic building named in honor of Martha Lee Whelden, a schoolteacher in West Barnstable in the 1880s who was renowned for encouraging her students to read. The library is an active gathering place that has a warm and welcoming atmosphere, and the staff is dedicated to serving the residents and visitors of West Barnstable, the Town of Barnstable, Cape Cod, and the Commonwealth of Massachusetts. Information literacy, lifelong learning, and serving West Barnstable Village continue to be our highest priority.

- The devoted staff of the Whelden Memorial Library continues to be our greatest asset. They are knowledgeable and eager to provide our patrons with exemplary and consistent service.
- The library maintains an extensive history of West Barnstable in a well-indexed archival collection. This index is also available online.
- Special collections include books and DVDs on beekeeping, health and wellness, cookbooks, Cape Cod history, a revived collection of current large print books and audiobooks. The library also has a growing collection of graphic novels for both children and young adults.
- The Friends of the Whelden Memorial Library have an exceptionally well-organized bookstore. While the Bookstore closed in November and did not reopen, staff continues to have an ongoing book sale for interested patrons.
- Whelden Memorial Library has a full complement of Trustees and a supportive and dedicated Friends Group.

## WHELDEN MEMORIAL LIBRARY

### Description of Services Provided

- Whelden Memorial Library serves the residents and visitors of West Barnstable, the Town of Barnstable, and Cape Cod. We are the hub of our community and center for village traditions.
- The library offers year-round meeting space for various groups and clubs, hosts events sponsored by other area organizations, and provides tutoring space for young and adult learners.
- The Youth Services Department is very active and offers weekly story time, family Movie Night, and an array of educational and entertainment activities for all ages.
- The library provides a comprehensive collection of print books, audiobooks, and large print books, digital downloads, periodicals, music CDs, DVDs, and an expansive collection of materials for children and young adults.
- The library has one of the largest circulating collections of materials on beekeeping.
- The library offers access to many databases, including remote access to Ancestry.com Library Edition and Fold3 genealogical databases.
- Special services include free internet and access to upgraded Wi-Fi access throughout the building, 3 internet-ready public access computers, and fax, scanning, and photocopying services.
- The library continues to increase our services to children, young adults, families, and older adults through programming and collection development.
- Whelden Memorial Library continues to offer homebound book delivery services to our patrons who would not otherwise receive services.

### Summary of Budgets & Positions (FTE's)

Expenditure Category	Actual FY 2019	Approved FY 2020	Projected FY 2021
Library Funding	\$62,026	\$59,816	\$61,236
Town of Barnstable	\$116,854	\$120,360	\$117,953
<b>Total</b>	<b>\$178,880</b>	<b>\$180,176</b>	<b>\$179,189</b>

Positions	Actual FY 2019	Approved FY 2020	Projected FY 2021
Full Time	1.00	1.00	1.00
Part Time	1.75	1.75	1.75
<b>Total FTE's</b>	<b>2.75</b>	<b>2.75</b>	<b>2.75</b>

### Whelden Library Workload Indicators

Description	Actual FY 2019	Actual FY 2020	Projected FY 2021
Circulation	49,997	25,473	30,360
Items in Collection	59,220	53,090	58,000
Hours Open	1,651	1,130	1,510
Programs Offered	329	209	126
Volunteer Hours	1,946	1,332	1,500
<b>*Collection data reflects system-wide e-book holdings</b>			