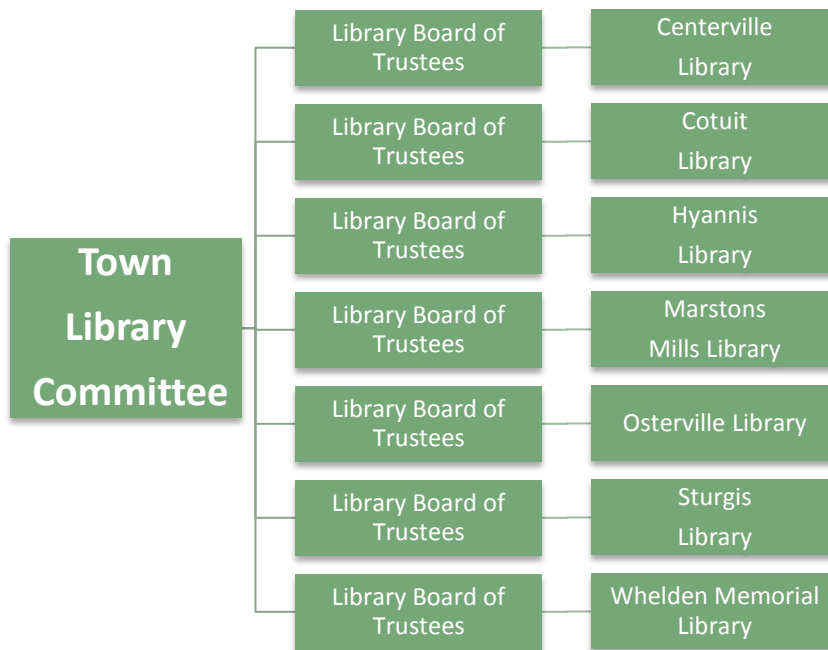


Libraries

Libraries Mission

The primary mission of the seven independent cooperating libraries in the Town of Barnstable is to promote lifelong learning 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 function as seven independent organizations each with its 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 the operations and management of the libraries.

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), has 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 well as 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, 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, and 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 Southeastern Massachusetts Regional Library System, and the Massachusetts Virtual Library 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.

FY 2015 Aggregate Goals for the Seven Libraries

1. To work with Town management to ensure that the seven village libraries are adequately funded so that they do not lose Massachusetts State certification. The State requires that towns in Massachusetts not cut funding to their libraries disproportionately in comparison to other Town departments. Loss of certification would mean that Barnstable residents would lose the ability to borrow books and other library materials from other towns either directly or through interlibrary loan.
2. To continue cooperative efforts of the seven village libraries to improve and expand library services within the Town of Barnstable, particularly in the areas of programming, reference and research services, children's services, and educational support.
3. To increase public awareness of the vast array of materials and services available to Barnstable residents of all ages in their seven village libraries. The seven libraries will work together to promote library programs and services and to make new services available.
4. To work together on collection development so that there is less duplication, especially of expensive materials, by collaborating on collection priorities and promoting the individual libraries' areas of specialization.
5. To seek grant and other funding for new projects, special library materials, programs, and services.
6. To share staff and Board expertise in order to provide comprehensive public service and to streamline services among the seven libraries.

FY 2015 Funding Changes

The FY2014 grant for the seven village libraries was \$1,630,979, an increase of 7% over the FY2013 disbursement as voted by the Barnstable Town Council. The FY14 grant was disbursed as follows:

\$445,827.96 Hyannis Public Library
\$298,850.09 Centerville Library
\$232,771.85 Osterville Library
\$221,584.66 Sturgis Library
\$177,259.65 Marstons Mills Library
\$154,734.18 Cotuit Library
\$ 99,950.60 Whelden Memorial Library

The seven village libraries are requesting a total funding increase for FY2015 of 2.5% or \$40,774 made up of one decision package. That would bring the total FY2015 funding request to \$1,671,773, which is the FY2015 Municipal Appropriation Requirement (MAR) mandated by the state in order to avoid the waiver application process.

Centerville Public Library

Mission 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 Centerville Public 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 Centerville Public Library educates the community to understand, appreciate and financially support the Library's relevance.

Description of Services Provided

- One of the Town's most active libraries and currently in the midst of an expansion and renovation project that will greatly enhance the cramped facility.
- Many groups and organizations, including the Centerville Beautification Committee and Cape Cod Rowing use the Library facilities for meetings and programs.
- The Library sponsors programs for adults that include author talks, dramatic and music presentations, and lecture series on a variety of topics.
- The outstanding children's program includes three weekly story hours during the school year and year-round drop-in story time on Monday morning.
- The Shell-vers, a group of Young Adults, works with the Youth Services Director on many projects and during several Library events.
- The Library provides community service opportunities for people of all ages including local students and the developmentally challenged.
- Ten computers are available for public Internet and word-processing use. Wireless Internet access is available throughout the building.

Encouraging and Supporting Civic, Intellectual and Cultural Pursuits

- A grant from the Kirkman Trust Fund allowed us to purchase a variety of e-books to be added to the CLAMS system.
- The Library has a large collection of DVDs including classic and popular films and TV series.
- The Large Print and audio CD collections are expansive.
- A Used Bookstore provides an opportunity to find a great read at a bargain price while helping to support the Library's services.
- A book discussion group, the Mid-Cape Chess Club, a knitting group and a weekly bridge group meet regularly.
- Homebound delivery is available for area residents.

Summary of Library Funding Request

Expenditure Category	Actual FY 2013	Approved FY 2014	Projected FY 2015
Library Funding	162,909	229,888	TBD
Town of Barnstable	274,439	298,850	TBD
Total	\$437,348	528,739	TBD

Permanent Positions (FTEs)

Positions	FY 2014 Actual	FY 2015 Proposed
Full time	5.0	5.0
Part Time	0.6	0.6
Total FTE's	5.6	5.6

Fiscal Year 2015 Goals and Objectives

1. To continue to offer all residents of the community the resources they require for their educational, informational and recreational pursuits in a comfortable, helpful, and accessible environment.
2. To continue working with all public libraries in Barnstable in planning so as to provide a high level of service to all library patrons and members of the local community. To explore ways in which the seven libraries can cooperate to reduce costs.
3. To provide increased programming for all community residents in the new accessible space.
4. To continue to find new and increased sources of revenue to elevate the operating budget to a level that will allow us to provide appropriate service and staffing.
5. To continue to meet the needs of patrons for a variety of materials. To take advantage of additional shelf space by growing the collection.
6. To continue to address the goals in the Long Range Plan of Service and to update and reevaluate as necessary.
7. To continue raising money to cover the costs associated with the construction project.
8. To raise awareness in the community of our ability to accommodate people with physical and mental challenges.
9. To continue collaboration with the local schools to support one another in curriculum areas, collection development, and mentoring and community service.
10. To take advantage of the new Teen Space to address the needs of the Young Adults in our community through increased materials, programming and involvement.

FY 2013/2014 Major Accomplishments

1. Completed the renovation and expansion project begun in FY13. This was accomplished with minimal closures and a change in schedule that allowed us to offer the same number of open hours to Library patrons.
2. The expansion added much-needed space for the collection, now and going forward. The Library will now be able to add to the collection in all areas.
3. Added a new reading room that provides a quiet and welcoming spot for patrons.
4. Added full ADA accessibility, proper restrooms, an elevator, a conference room for private meeting needs, programming space that can be offered to the community and event space that may be a source of revenue.

5. Added a fire suppression system.
6. Improved the Used Bookstore by creating permanent space in a fresh environment. The Used Bookstore is a major source of income supporting Library services.
7. Continued to offer programming for all ages despite the space limitations created by construction.

Performance/Workload Indicators

Workload Indicator	FY 2013 Actual	FY 2014 Estimated	FY 2015 Projected
General Circulation	145,678	120,000	175,000
Inter-Library Loans	15,495	14,000	18,000
Total Hours Open	2,213	2,000	2,300
Internet Users	23,400	20,000	25,000
Volunteer Hours	6,176	7,000	7,000
Registered Borrowers	7,879	8,000	8,000

Cotuit Library

Mission Statement

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.

Summary of Services and Focus

The Cotuit Library is at 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, informational, print, and audiovisual material; offering reference books and services; establishing free Internet and wireless access; and creating programs for children and adults. The Library supports the research of several local authors. The Library is also an important community center and a meeting place for a variety of volunteer organizations. The library is increasingly the space residents turn for training in the usage of a variety of technologies, including e-readers, computers, tablets, and cell phones, all of which are used to access information.

The Cotuit Library focuses on:

- Being a community commons, a place to meet and form community.
- Offering popular titles and materials that focus on current topics of interest.
- Helping children build literacy skills, including digital literacy.
- Assisting people of all ages to develop information literacy skills.

*Promoting Open and Equal Access to the Library's
Resources And Services*

Description of Services Provided

- Special collections include: Fine Arts Collection; Peck Maritime Collection; Kirkman Collection of Fine Books.
- Special emphasis within the general collection: vintage mysteries, visual arts, classic science fiction.
- Meeting place for the community and for many community organizations including Cotuit Civic Association, Historical Society of Cotuit and Santuit, Cotuit Bird and Garden Club, and more.
- Computer training and e-reader classes.
- Meeting space for elected officials to meet constituents.
- Nine Internet-ready public access computers; wireless access throughout the building.
- Active children's department with two story hours per week and many seasonal and summer reading activities.
- Outreach programs to the local Waldorf school and area preschools.
- Children's writing contest co-sponsored by Cotuit Kettleers baseball team.
- Ongoing and periodic Adult programs including two monthly book discussion groups, a handcrafts group, an exercise group which meets twice weekly, author talks and other guest speakers.
- Homebound delivery available.
- Literacy Program for children in partnership with the Companion Animal Program of Cape Cod.
- Volunteer opportunities for teens and adults.
- Ongoing book sale managed by the Friends of the Library.

Summary of Library Funding Request

Expenditure Category	Actual FY 2013	Approved FY 2014	Proposed FY 2015
Library Funding	\$160,813.62	\$165,492.12	TBD
Town of Barnstable	144,018.75	154,731.60	TBD
Total	\$304,832.37	\$320,223.72	TBD

Permanent Positions (FTEs)

Positions	Actual	Proposed
Full time	3.0	3.0
Part Time	2.7	2.7
Total FTE's	5.7	5.7

Fiscal Year 2015 Goals and Objectives

1. Provide the best possible comprehensive library services to the community.
2. Work with other Barnstable Libraries to refine our common goals and plans and to offer the best possible library services.
3. Serve as a village center and meeting place for other community organizations.
4. Reach out to other community organizations to build partnerships to enhance programming and services.
5. Provide increased levels of information literacy and technology training for patrons.

FY2013/FY2014 Major Accomplishments

1. Created a "Petting Zoo" to introduce patrons to the various e-reader devices.
2. Created Homebound Delivery Service for patrons who are unable to come to the library to get books etc.
3. Literacy outreach - created a program for mothers and children of Angel House in Hyannis.
4. Purchased a new Circulation Desk. Among many of its perks, it has enabled us a better interactive experience with our youngest patrons, children, the future's book lovers and our patrons in wheelchairs.
5. Staff Training Day -focused on team strengths as well as e-reader training.
6. Collaborating with the Barnstable Land Trust, offering them a space to give monthly talks and presentations.
7. Re-upholstered Armchairs in Kirkman Room.

Collaborative Efforts

1. Collaborated on a Town-wide summer reading program for children.
2. Participated in a group purchase of the databases.
3. Met regularly with other Barnstable library directors to explore new areas of collaboration and cost-savings.
4. Collaborated with Waldorf School and local Preschool for programming.
5. Held programs with better business bureau.
6. Collaborated with local homeless shelter to provide training on family literacy and digital literacy.
7. Working with the Senior Center to offer free digital literacy and technology programs.

Ongoing Projects

1. Creating a laptop lab and education program targeted to digital literacy.
2. Reaching out to local organizations to provide embedded librarianship.
3. Making the entire interior of the library accessible for all patrons.
4. Increasing family literacy.
5. Increasing digital literacy.

Performance/Workload Indicators

Workload Indicator	FY 2013 Actual	FY 2014 Estimated	FY 2015 Projected
Total Items Circulated	56,191	57,000	58,500
Inter-Library Loans Sent	10,484	11,000	12,000
Inter-Library Loans Received	12,840	12,500	13,000
Library Visits	48,462	46,000	49,000
Programs Held	400	400	400
Program Attendance	6,051	6,000	6,000
Public Computer Uses (not including wireless)	5,189	5,000	6,000
Items in Collection	60,174	65,000	65,000
Registered Patrons	3,667	3,800	4,000
Reference Transactions	7,650	8,000	8,000
Digital Patrons Registered	903	1,200	1,300
Number of Digital Items Circulated	2,983	3,000	3,500
Total Hours Open	2,025	2,025	2,025

Hyannis Public Library

Mission Statement

The mission of the Hyannis Public Library is to be a place for the free expression of any idea; protect and preserve the spoken and printed word regardless of their medium; be a comprehensive source of knowledge regardless of the manner, method, or means which convey it; preserve and perpetuate literacy; perpetuate culture; and preserve and protect all forms of human expression and communication. The Hyannis Public Library provides materials and service to assist residents of the Town of Barnstable, village of Hyannis, and surrounding communities to receive information for their personal, educational, and professional needs. The Library serves as a learning and educational resource for all area residents.

Description of Services Provided

1. The Library needs of the community addressed include: recreational, leisure, informational, educational, and social. Staff members work with the library's resources to provide access to information; meet user's needs, reach new users; make the public aware of library services and resources; provide interlibrary cooperation; preserve intellectual freedom; and help individuals find answers to problems.
2. The Library provides books, periodicals, music CDs, children's books and activities, entertainment and documentary DVDs, large print books, audio books on CD for public borrowing as well as a growing collection of online resources.
3. The Library supports and meets the unique needs of our community's special populations which include homeless singles and families, the under-employed, the mentally ill, and the developmentally delayed.
4. Outreach service is available for the unique needs of the homebound and institutionalized through the delivery of books by a network of volunteers and in cooperation with facilities in our area.
5. The educational needs of children, young adults and their families are served through borrowing; story-hours; story-telling projects; visits from teachers and classrooms of both public and private schools, including day-care facilities.

*Promoting open and equal access to the library's
resources and services*

6. The Children's Librarian continues outreach service to schools for reading programs such as "Reading is Fundamental" and Story Time at the Cape Cod Mall sponsored by Regina Pizzeria.
7. The Library offers space and support for cultural awareness as a service to the parents, children and educational professionals within the Barnstable community.
8. The Hyannis Library serves as the site for tutoring sessions for public school students and adult learners.
9. The literacy goals of the community are supported with the library's services and resources for English Language Learning.
10. The Library serves as a research and interlibrary loan center for the Sturgis Charter Public School.
11. The name of our village is internationally recognized and the library frequently provides reference services to people across the nation and around the world. The Library has trained personnel available as reference researchers within the library, by telephone, and through email for non-circulation use of these reference materials.
12. The Library cooperates with the Hyannis Chamber of Commerce and the BID (Business Improvement District) to promote services that benefit business, citizens, and the library.

Characteristics and Specializations

The Hyannis public Library:

- The library is comprised of three architecturally distinct buildings linked together: The Ora A. Hinckley building, originally a sea captain's home circa 1750; The Eagleston brick addition, built in 1939; and the contemporary Twombly Wing, built in 1974.
- The Ora A. Hinckley building is on the National Register of Historic Buildings.
- The Verizon Family Literacy Resource Center in the lower level provides materials and assistance for English Language Learning.
- Extensive reference department, including special collections devoted to President John F. Kennedy and local history.
- Dorothy P. Donalson Collection of African and Women's Studies.
- "Picturing America" print collection from The National Endowment for the Arts.
- 14 public access computer stations with Microsoft Office and internet access for children and adults.

- 24/7 Wireless Internet access available.
- Find us on FaceBook, Twitter, and Pinterest!
- [Signing Savvy](#) online resource designed to enhance your American Sign Language education and assist you in your day-to-day ASL communication needs.
- “401, Main,” the library’s fundraising book shop run by dedicated volunteers.
- Programs for children and adults held throughout the year.
- Annual Mitten and Hat Tree community giving project.

Summary of Library Funding Request

Expenditure Category	Actual FY 2013	Approved FY 2014	Proposed FY 2015
Library Funding	83,841	100,000	TBD
Town of Barnstable	423,782	445,828	TBD
Total	507,623	545,828	TBD

Permanent Positions (FTEs)

Positions	Actual FY 2014	Proposed FY 2015
Full Time Employees	7.0	7.0
Part Time Employees	1.5	1.5
Total FTE*	8.5	8.5

*Total Includes Security and Custodian Positions

Fiscal Year 2015 Goals and Objectives

1. Maximize private fund-raising efforts.
2. Complete the restoration of the Ora A. Hinckley Building and improvement of the surrounding grounds. Complete the final steps in making the Large Print collection accessible to the public in cooperation with the Centerville Troop 54 of The Boy Scouts of America.
3. Complete relocation of the Cape Cod Reference collection from the Eagleston wing to the Hinckley building.
4. Explore restoration plans for Eagleston and Twombly wings of the library.

5. Implement current schedule of free adult and children's programming and continue to expand free programming to the public.
6. Host an Overdrive Digital Book Mobile visit to promote digital circulation.
7. Augment digital holdings by offering free downloads of copy protected movies, TV shows, and educational videos.
8. Continue to develop as a community involvement center.
9. Collaboration with the Sturgis Public Charter School to present An Evening of Poetry and offer basic American Sign Language classes.
10. Explore grant opportunities.

FY 2013/2014 Major Accomplishments

1. Approval of the restoration of the Ora A. Hinckley building granted by the Barnstable Community Preservation Committee.
2. Expanded library open hours to 40 per week.
3. Inventoried library print reference and print circulating collections.
4. Implemented the next phase of improving public accessibility to the Large Type Collection, and promoted public awareness of vision impaired technology assistance.
5. Increased holdings and circulation of all e-books, audio books, and music and augmented the reference, circulating print, and digital materials for the Verizon Family Literacy Center.
6. Expanded children's library services to include Cape Cod Child Development's Home-Based Preschool program and continued cooperative programming with Families United Network (F.U.N.) and continued outreach to the Barnstable School System; private schools; Head Start and other day care facilities.
7. Served as a research and interlibrary loan center for Sturgis Charter Public Schools East and West.
8. Provided exam proctoring for numerous student and adult learners.
9. Developed a programming series for free adult and children's programming by booking local author visits, travel talk programs, the Cooperative Extension Service series, and other topics of interest to the public.
10. Developed and launched a new Website and increased social media contacts to promote library services.

11. Served as host location for Mid-Cape Cultural Council's Grant Writing Workshop; The Barnstable Intermediate School student art exhibit; State Representative Brian Mannal's office hours; and the Barnstable Association for Recreational Shellfishing Scholarship Award Reception.
12. Served as the regular meeting location for The Hyannis Civic Association's *Supporting Our Youth Task Force* and *Summer Reading Assistance*; a Barnstable High School Study Group; The Cape Downwinders; and The Cape Cod Summer Citizens.
13. Fundraising highlights include Trustees' Fund Drive Appeal and four unique community events that resulted in significant private donations and support.

Performance/Workload Indicators

Workload Indicator	Actual FY 2013	Estimated FY 2014	Projected FY 2015
Visitors to the Library	76,839	77,000	77,000
Hours Open	1,945	1,950	1,950
Total Holdings	77,937	78,500	78,500
Registered Borrowers	12,438	12,500	12,500
Circulation	114,557	115,000	115,000
Non-Resident Circulation	18,962	19,000	19,000
DVD/Video Circulation	34,801	35,000	35,000
Digital Circulation (eBooks, Audio)	13,763	14,000	14,000
Interlibrary Loans Shared	16,960	17,000	17,000
Interlibrary Loans Borrowed	17,690	17,000	17,000
Reference Transactions	1,820	1,825	1,825
Public Access Computer Users	10,088	10,200	10,200
Programs	378	380	380
Program Attendance	5,062	5,100	5,100
Persons Volunteering	18	19	19
Hours Volunteered	1,470	1,475	1,475

Marstons Mills Public Library

Mission Statement

The Mission 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. 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, databases and 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.

Summary of Services and Unique Characteristics

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. The village is home to West Villages Elementary School and the Barnstable United Elementary School. Together these schools provide service to 718 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

Meeting the informational, educational, recreational needs

- Children's information and activity center
- Lifelong learning center
- Community meeting and information center
- Technology resource center

The Marstons Mills Public Library is open 43 hours per week. 18% of Barnstable's overall population resides in Marstons Mills. MMPL has increased the usable size of its building which has resulted in increased usage and circulation. Like all Barnstable libraries, MMPL 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, however, MMPL circulates over 56,000 items per year.

Summary of Library Funding Request

Expenditure Category	Actual FY 2013	Approved FY 2014	Requested FY 2015
Library Funding	62,064	58,237	TBD
Town of Barnstable	169,218	177,260	TBD
Total	226,560	235,497	TBD

Permanent Positions (FTE's)

Positions	Actual FY2013	Actual FY 2014	Proposed FY 2015
Full Time	1.00	1.00	1.00
Part Time	2.325	2.325	2.50
Total FTE's	3.325	3.325	3.50

Fiscal Year 2015 Goals and Objectives

1. To maintain current open hours (43 hours per week; open Monday-Saturday at 10:00am).
2. To continue to partner with the Senior Service Corp and Elder Services to recruit volunteer support for circulation, the children's room, and events.
3. To improve the aesthetics of the library grounds bordering Route 149.
4. To investigate new funding sources with the goal of establishing a Library endowment.

5. To meet the goals and implement the action items in our long range plan, and begin soliciting community input for the development of a new long range (5 year) plan.
6. 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; and specifically for the interests and needs of youth and families.
7. To provide professional development opportunities to our staff and valued volunteers.
8. To improve customer service.
9. To provide efficient and dependable Wi-Fi internet access for all library users, support library users with personal technology needs, and develop short and long term plans for incorporating new technologies.
10. 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.
11. To provide outreach to schools and youth organizations in Marstons Mills and to collaborate with local youth organizations and schools to provide programs and resources.
12. To develop programs around topics and current interests and expand collaboration between the library and other community and area organizations.
13. To expand our Homebound Delivery Services program.
14. To improve and expand efforts to advocate, communicate and promote library services and programs.
15. To work in conjunction 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.

FY 2013/2014 Major Accomplishments

1. Implemented the second year activities for the LSTA grant from the Institute for Museum and Library Services and the Massachusetts Board of Library Commissioners to be used to expand and improve services to children ages 10-18.
2. Implemented a second LSTA grant from the Institute for Museum and Library Services and the Massachusetts Board of Library Commissioner for staff development for readers' advisory services. Invited staff, volunteers, and trustees for all Barnstable libraries to participate in the Readers' Advisory professional development workshops.
3. Hosted an author talk and workshop with four major mystery authors: Hank Phillipi Ryan, Gary Braver, Kate Flora and Sheila Connolly.

4. Expanded our Homebound Services Delivery.
5. Continued to offer monthly programs which include: a classic books discussion group, an evening book discussion group, a travel series, a drama read aloud group, tango classes at Liberty Hall, knitting, a short story discussion group, and a variety of special events of current interest.
6. Provided free computer classes each week for adult beginners.
7. Collaborated with the Marstons Mills Village Association and the Liberty Hall Club to provide services and programs to support community information and recreational needs.
8. Expanded the Library Board of Trustees and recruited new volunteers.
9. Acquired additional Kindles which are circulated to patrons.
10. Identified new media outlets for promotion and marketing.
11. Partnered with the Barnstable High School Drama Department to sponsor two theatrical performances at Liberty Hall.
12. Performed a radio play celebrating the 30th Anniversary of the Marstons Mills Historical Society.

Performance/Work Load Indicators

Workload Indicator	FY2013 Actual	FY 2014 Estimated	FY 2015 Projected
General Circulation	54,100	56,077	56,200
Inter-Library Loans Received	13,700	14,407	14,400
Inter-Library Loans Sent	9,000	9,320	9,400
Total hours open	2,156	2,156	2,156
Total holdings	28,900	39,113	38,200
Number of registered borrowers	3,250	3,328	3,500
Internet Users	3,200	3,600	3,800
Children's Circulation	15,800	18,052	18,000
Children's Programs	142	146	150
Adult Programs	135	204	160

Osterville Village Library

Mission

The Osterville Village Library serves an established year round and summer community within the Town of Barnstable. These services are made available through a professional staff that provides educational and cultural information to all patrons. We are dedicated:

- to select, acquire, organize and preserve print and electronic materials of contemporary interest and permanent value for the education, enjoyment and intellectual stimulation of the entire community.
- to provide children's and young adult services which encourage a lifelong interest in reading and learning.
- to deliver print and online reference services, reader's advisory, programs and instruction to promote cultural enrichment in the community.
- to effectively evaluate and use information technology and emerging technologies to better support the needs of an evolving society.
- to provide an open and welcoming environment which supports community involvement and village pride.

Description of Services Provided

The Osterville Village Library is among the busiest libraries in the Town. With the new building, expanded computer resources are available to the public; there are eight PCs and four Macs in the reference and Young Adult areas, as well as four laptops in the children's room for homework, entertainment, and reference. The library continues to support the business and financial community with resources geared toward their needs. Three rooms are dedicated meeting rooms for various size groups, and two reading rooms can also be used as meeting rooms. Exhibit and display spaces are available throughout the library, and each month there is an exhibit of the work of a local artist or photographer.

*Promoting Open and Equal Access to the Library's
Resources and Services*

Summary of Library Funding Request

Expenditure Category	Actual FY 2013	Approved FY 2014	Projected FY 2015
Library Funding	340,700	406,686	TBD
Town of Barnstable	219,170	232,772	TBD
Total	559,870	639,458	TBD

Permanent Positions (FTEs)

Positions	FY 2014 Actual	FY 2015 Proposed
Full Time	5.0	5.0
Part Time	3.8	4.3
Total FTE's	8.8	9.3

Fiscal Year 2015 Goals and Objectives

1. To evaluate the collection development policies for all areas of the library, and to make appropriate adjustments.
2. To increase fundraising activities which support the mission and services of the library.
3. To continue to collaborate with the other six Barnstable village libraries to provide online data bases and programming.
4. To assess the possibility of shared vendors to acquire volume discounts for products and services.
5. To further increase our collection of e-readers and e-titles.
6. To begin to investigate the possibility of a maker space for the library, to allow users to create media, 3-D, and other products in support of either entertainment or education.
7. To continue the variety of programs and exhibits that are sponsored by the library, and expand programming to suit the needs of the community.
8. To continue to maintain this new and large building as a community resource.

FY 2013/2014 Major Accomplishments

The Osterville Village Library:

1. Will have revised existing policies, and created documents reflecting policies and procedures that have needed to be put into place.

2. Held a series of talks and book signings featuring local authors.
3. Held a series of programs entitled "Discovering Cape Cod," featuring interesting people and topics focusing on Cape Cod or its residents.
4. Expanded story times to include elementary school age children in addition to toddlers.
5. Initiated a series of classes for people who wish to learn more about computer use and information technology.
6. Acquired comfortable furniture and attractive art work to make the building less austere and more welcoming.
7. Established an honor-system help-yourself coffee bar.
8. Re-evaluated the web site and its host to ensure that the library is providing the best information to its users in the most user-friendly format.
9. Documented all the building's systems so that maintenance of the HVAC system, the computers, the security systems, and the A/V systems can be handled smoothly and easily.
10. Established a half-time custodian position to ensure that the building is kept in clean and sanitary condition at all times.
11. Increased the number of volunteers assisting the library in all aspects of its work.

Performance/Workload Indicators

Workload Indicator	FY 2013 Actual	FY 2014 Estimated	FY 2015 Projected
General Circulation	98,063	100,000	102,000
Inter-Library Loans received	10,246	10,500	11,000
Inter-library Loans provided	10,811	11,000	11,200
Total Hours Open	2,502	2,400	2,400
Internet Users per week	1,176	1,500	2,500
Number of adult programs	217	250	275
Attendance at adult programs	6,673	7,000	7,200
Number of YA programs	10	15	20
Attendance at YA programs	113	150	175
Number of children's programs	218	240	250
Attendance at children's programs	4,916	5,000	5,200
Number of volunteer hours	4,680	4,700	4,750
Total holdings (all formats)	57,252	59,500	61,500

Sturgis Library

Mission

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. The library:

- Supports the lifelong pursuit of personal, vocational, cultural, and intellectual enrichment.
- Fosters literacy, curiosity, and creativity in library users of all ages.
- Promotes the free exchange of ideas and serves as a community meeting place.
- Offers a gateway to emerging technologies and informational databases which enhance traditional resources.
- Serves as a regional archive and research center for the study of Barnstable County history, genealogy, and maritime culture.

Description of Services Provided

The Sturgis Library offers Barnstable and Cape Cod residents and visitors a comprehensive range of library services 6 days a week throughout the year. The Library's main service roles and priorities are summarized as follows:

- Community
- Knowledge
- Historic Preservation
- Technology and Innovation.

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

*Providing Services and Resources to Meet the Needs of the
Community*

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 educational and cultural center in Barnstable. 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. Programs for infants, school children, and teens are also offered year-round. Groups and organizations from around the community have access to the Library's meeting space.

Characteristics and Specializations

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. In addition, the Sturgis Library offers in-library access to *Ancestry.com* *Library Edition*, and home access to *Heritage Quest* genealogical databases.

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, ebooks, Wii games, and one of the largest music collections on the Cape. 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.

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 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 funded by the Massachusetts Foundation for the Humanities. The library sponsors 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, including the Barnstable Historical Society, Civic Association, Coast Guard Heritage Museum, and other organizations. Our meeting spaces are available for

rent by 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 Sturgis Library Funding Request

Expenditure Category	Actual FY 2013	Approved FY 2014	Proposed FY 2015
Library Funding	281,396	353,453	TBD
Town of Barnstable	207,442	221,585	TBD
Total	488,838	575,038	TBD

PERMANENT POSITIONS (FTEs)

Positions	Actual FY 2014	Proposed FY 2015
Full Time	3.0	3.0
Part Time	3.4	4.0
Total FTE's	6.4	7.0

Fiscal Year 2015 Goals and Objectives

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.
2. To act as a community gathering place and center for civic, cultural, and other events.
3. To identify and attract new sources of funding, including support from public and private grant funding agencies, foundations, businesses, and individuals.
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.
5. To offer diverse and comprehensive programs and services to adults, young adults, and children, including curriculum support and lifelong learning opportunities.

FY 2013/14 Major Accomplishments

1. The NatGeo *Diggers* came to Barnstable Village in the fall of 2012 to film an episode of their popular television program. They did an archeological dig on the grounds of the Sturgis Library, as well as several local buildings. Library Director Lucy Loomis was featured on the program, along with the findings from the dig.
2. We completed our revised long-range strategic plan, 2013-2018, with the help of a Planning Committee made up of Board members, staff, and representatives from the community. We solicited input and feedback from Library users through our website, as well as in-house and through the mailing of a questionnaire. We are grateful to everyone who participated in this project.
3. In January of 2013, we said a fond farewell to Youth Services Librarian Karen Campbell Murdoch, and welcomed new Youth Services Librarian Megan McClelland Nickerson. Megan developed a number of new programs and events for children, young adults, their parents, caregivers, and families, including yoga programs for all ages and a song-writers workshop. Megan, working with artist Nettie Berkley, developed a very successful and well-attended Teen Artists Coalition, which features art and craft programs for local teens, including graffiti art, Tibetan Prayer Flags, Stamped Metal Craft, and more. This program was funded in part by a grant from the Arts Foundation of Cape Cod.
4. We welcomed new Administrative Assistant Eric Grossman.
5. We participated in the Laptopz for Kidz program in collaboration with the Masonic Angel Fund. This program supplies refurbished used laptops to kids in need.
6. New wrought iron handrails were installed along the outdoor walkways to assist those who have difficulty walking or climbing stairs.
7. In conjunction with Town Councilor Ann Canedy, the Sturgis Library completed the first part of an online archive of photographs of the Moquin family and their life at the Sandy Neck cottage colony. The photographs currently span the years from the 1940s through the early 1970s. Future additions will include photos taken in different time periods, as well as documents, articles, and scrapbook pages focusing on life in the cottage colony. Lucille Moquin and her family graciously agreed to work with project coordinator Ann Canedy and Library Director Lucy Loomis on this archive of Sandy Neck history, photographs, articles, and scrapbook pages. Ann sat down with Lucille and transcribed her memories of each image, and the transcriptions accompany the scanned photographs in the online archive.
8. The Library sponsored over 100 programs, exhibits, and events for adults, young adults, and children, including lectures, music and craft programs, art workshops, *History Along Route 6A*, and other well-attended programs and events. Together with the 6 other Barnstable village libraries, we participated in the annual collaborative Summer Reading Program.
9. In addition to programs, the Library sponsored several successful fundraising events, including a huge Yard and Plant Sale, a summer Antiques Show and Sale, and a Library Dinner held again this year at

the Hyannis Yacht Club. We held a joint fundraiser with the Barnstable Historical Society called Autumnfest, which was enthusiastically attended by over 150 people. Proceeds from these fundraisers go to support our annual budget. We must raise 60% of our funding each year from private donations events, and other fundraising activities.

10. The Library received a grant from MassHumanities to fund our annual reading and discussion group series. This year's theme was "Point A to Person B: The Literature of Traveling and Transformation." The series was attended by over 40 enthusiastic readers.
11. We said goodbye to Board member Bunny Fitzgerald, who has generously offered to remain on the Library's Events Committee. We welcomed new Board members Jeanie Hill, Stacy Hitchcock, and Bev Parke.
12. We are grateful to our hardworking staff, Board of Trustees, volunteers, and most of all our library patrons and visitors, who support us throughout the year. Many, many thanks!

Performance/Workload Indicators

Workload Indicator	FY 2013 Actual	FY 2014 Estimated	FY 2015 Projected
Number of Library Visits	65,305	67,000	70,000
Circulation Transactions	92,522	95,000	98,000
Nonresident Circulation Transactions	15,475	17,000	20,000
Reference Transactions	8,395	9,000	9,500
Number of Programs Held (Adult & Children's)	188	200	215
Attendance at Programs	3,467	3,750	4,000
Number of Items in Collection	54,209	57,000	60,000
Number of Interlibrary Loans Provided	17,362	19,000	22,000
Number of Interlibrary Loans Received	13,847	16,000	17,000
Total Open Hours	2,095	2,096	2,095
Number of Volunteers	35	38	40
Number of Hours Volunteered	1,280	1,500	1,750
Number of Registered Borrowers	4,017	4,250	4,500
Number of public Internet Uses	19,000	20,000	21,000
Meeting Room Used by Public (Use count)	219	230	250

Whelden Memorial Library

Mission Statement

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

Characteristics and Specializations

The Whelden Memorial Library:

- Holds an extensive collection of unabridged books on CD, participates in OverDrive through CLAMS, and holds a large and current collection of DVDs
- Houses an extensive historical collection of West Barnstable including photos as well as a Finnish section.
- Maintains a great number of books and videos on Bee Keeping.
- Hosts numerous community groups including a book discussion group.
- Delivers books to the homebound.
- Provides wireless internet access available 24 hours a day.
- Enjoys an active Friends Group which provides a profitable book sale, bazaars, and other functions.

Preserving and Promoting the Heritage of the Community

Summary of Whelden Library Funding Request

Expenditure Category	Actual FY 2013	Approved FY 2014	Proposed FY 2015
Library Funding	54,665	53,964	TBD
Town of Barnstable	92,073	99,950	TBD
Total	146,738	153,914	TBD

Permanent Positions (FTEs)

Positions	Actual FY 2014	Proposed FY 2015
Full Time	1.00	1.00
Part Time	1.50	1.50
Total FTE's	2.50	2.50

Fiscal Year 2015 Goals and Objectives

1. To continue to expand our fund-raising efforts.
2. To continue with more extensive cooperative efforts with the other Barnstable Libraries.
3. To increase programming for both adult and young patrons.
4. To further improve the existing condition of the Library's basement In order to expand revenue brought in by our Book Sales.
5. To complete a plan of action for the Library.
6. To examine and streamline organizational structure of the library.

FY2013/14 Major Accomplishments

1. We have a full complement of Trustees on the Board.
2. We have taken measures to correct long-standing drainage problems in our basement, enabling our Friends Group to expand its Book Sale.
3. We have successfully revised our Bylaws.

4. Whelden sponsored a successful Time and Talent Auction as well as an Antique Show and Sale. We have also provided many other events, such as the Whelden in Bloom event which brought in needed revenue.
5. We provide an Election Day Snack Bar and Chowder Lunch.
6. We made a more coordinated effort to share resources, staff, and materials with the other Barnstable libraries.
7. We saw increased use of public computers and continued to provide wireless access.
8. We have increased our programming with successful children's craft programs and more offerings for adults patrons.

Performance/Workload Indicators

Workload Indicator	FY 2013 Actual	FY 2014 Estimated	FY 2015 Projected
Circulation	38,069	42,000	43,000
Hours Open	1,398	1,664	1,664
Registered Patrons	1,222	1,500	1,600
Internet Uses	5,000	5,000	5,000
Interlibrary Loans Provided	8,604	9,000	9,000
Interlibrary Loans borrowed	8,447	8,500	8,500
Materials/holdings	34,248	36,000	38,000