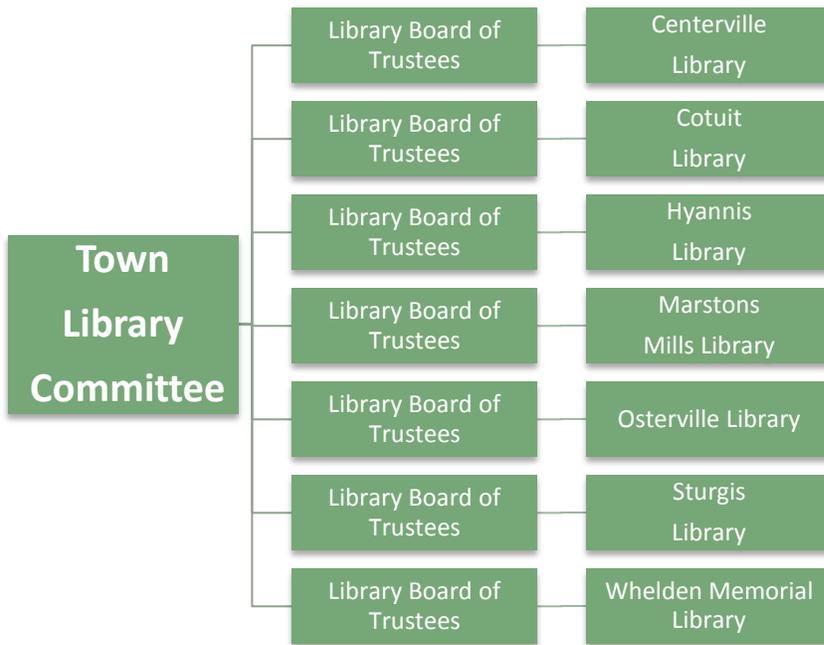


# Libraries

## 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:

Promoting Lifelong Learning Enrichment

- **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.

### **Fiscal Year 2016 Aggregate Goals for the Seven Libraries**

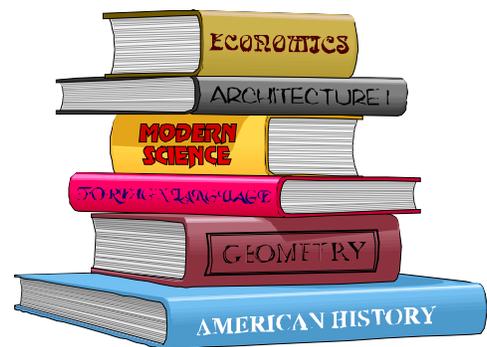
1. To work with Town management to ensure that the seven village libraries are adequately funded so that they do not lose Massachusetts State certification. Loss of certification would mean that Barnstable residents would lose the ability to borrow books and other library materials from other towns either 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.

### Fiscal Year 2015 Funding Changes

The FY2015 grant for the seven village libraries was \$1,671,753, an increase of 2.5 over the FY2014 disbursement as voted by the Barnstable Town Council. The FY15 grant was disbursed as follows:

\$454,596.84 Hyannis Public Library
\$308,631.96 Centerville Library
\$237,909.84 Osterville Library
\$226,801.56 Sturgis Library
\$182,323.44 Marstons Mills Library
\$158,927.64 Cotuit Library
\$102,562.32 Whelden Memorial Library



The seven village libraries are requesting a total funding increase for FY2016 of 4% or \$66,870 made up of two decision packages. That would bring the total FY2016 funding request to \$1,738,623 which is the FY2016 Municipal Appropriation Requirement (MAR) of 2.5% mandated by the state in order to avoid the waiver application process plus 1.5% to assist the libraries with the cost of programming, an increasingly important part of their mission.

## 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**

1. One of the Town's most active libraries now enjoying an expanded and renovated facility that meets the needs of all patrons.
2. Many groups and organizations, including the Centerville Civic Association, Centerville Beautification Committee, Girl Scouts and Cape Cod Rowing use the Library facilities for meetings and programs.
3. The Library sponsors programs for adults that include author talks, dramatic and music presentations, and lecture series on a variety of topics including health, art, gardening and history.
4. The outstanding children's program includes two weekly story hours during the school year and year-round drop-in story time on Monday morning.

*Nurturing the Hearts and Minds of the Community*

### RECENT ACCOMPLISHMENTS

1. On July 18, 2014 the Library held a reception and dedication of the expanded and renovated building for donors, trustees, staff and friends. It was a wonderful way to celebrate a project that offers the community a facility they can enjoy and be proud of for years to come.
2. The expansion added much-needed space for the collection, now and going forward.
3. The existing areas of the Library were renovated to improve lighting, traffic flow, décor, fire safety, energy efficiency without losing the character patrons have come to enjoy.
4. Added a new reading room with a gas fireplace that provides a quiet spot for patrons.
5. 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.
6. Added a fire suppression system, expanded alarm system and a BDA radio signal booster to ensure that emergency personnel will be able to communicate with their headquarters.
7. Held First Aid and CPR training for Library staff and the public.
8. Held a Flu/Blood Pressure Clinic for the local community.
9. The project included resolving a serious moisture problem on the lower level.

After-school programs for children include Science classes and a Forensics group.

5. The Shell-vers, a group of Young Adults, works with the Youth Services Director on many projects and during several Library events.
6. The Library provides community service opportunities for people of all ages including local students and the developmentally challenged.
7. Fourteen computers are available for public internet and word-processing use. Wireless internet access is available throughout the building. In addition, a volunteer offers technology help five mornings a week.
8. A grant from the Kirkman Trust Fund allowed us to purchase a variety of e-books to be added to the CLAMS system. The trust also provides funding for electronic resources including Mango language study and access to Ancestry.com for genealogical research.
9. Used Bookstore provides an opportunity to find a great read at a bargain price while helping to support the Library's services.
10. Two book discussion groups, the Mid-Cape Chess Club, a knitting group, yoga classes, blood pressure screenings, flu clinics, career fairs and a weekly bridge group are a few of the many ways the Library is being used by the community.
11. Home-bound delivery is available for area residents.

### Fiscal Year 2016 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 explore ways in which we can collaborate with local schools and cultural groups to offer educational support.
5. To continue to find new and increased sources of revenue, including grants, to elevate the operating budget to a level that will allow us to provide appropriate service and staffing.
6. To continue to meet the needs of patrons for a variety of materials. To take advantage of additional shelf space by growing the collection.
7. To continue to address the goals in the Long Range Plan of Service and to update and reevaluate as necessary.
8. To continue raising money to cover the costs associated with the construction project.
9. To raise awareness in the community of our ability to accommodate people with physical and mental challenges.
10. To continue collaboration with the local schools to support one another in curriculum areas, collection development, and mentoring and community service.
11. 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.



**Dedication Ribbon Cutting**

### Summary of Centerville Library Funding Request

Expenditure Category	Actual FY 2014	Approved FY 2015	Projected FY 2016
Library Funding	\$244, 241	\$244,220	TBD
Town of Barnstable	\$298, 850	\$308,632	TBD
<b>Total</b>	<b>\$543,091</b>	<b>\$552,852</b>	<b>TBD</b>

### Permanent Positions (FTEs)

Positions	FY 2015 Actual	FY 2016 Proposed
Full time	4.0	4.0
Part Time	3.3	3.3
<b>Total FTE's</b>	<b>7.3</b>	<b>7.3</b>

### Performance/Workload Indicators

Workload Indicator	FY 2014 Actual	FY 2015 Estimated	FY 2016 Projected
Circulation	115,731	155,000	175,000
Items in Collection	57,362	59,000	60,000
Hours Open	1,932	2,000	2,200
Programs Offered	551	600	625
Volunteer Hours	7,000	9,600	9,600

## 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.

### **Description of Services Provided**

1. 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 to 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.
2. 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
  - Helping children and adults 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*

### RECENT 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.

- 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 and Summer Baseball Camps at the Cotuit Library Program.
- 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.

### Fiscal Year 2016 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.

### 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.

### Summary of Cotuit Library Funding Request

Expenditure Category	Actual FY 2014	Approved FY 2015	Proposed FY 2016
Library Funding	160,813.62	165,492.12	TBD
Town of Barnstable	144,018.75	154,734.18	TBD
<b>Total</b>	<b>\$304,832.37</b>	<b>\$320,223.72</b>	<b>TBD</b>

### Permanent Positions (FTEs)

Positions	FY 2015 Actual	FY 2016 Proposed
Full time	3.0	3.0
Part Time	2.7	2.7
<b>Total FTE's</b>	<b>5.7</b>	<b>5.7</b>

### Performance/Workload Indicators

Workload Indicator	FY 2014 Actual	FY 2015 Estimated	FY 2016 Projected
Circulation	56,191	57,500	58,500
Items in Collection	60,174	65,000	65,000
Hours Open	2,025	2,025	2,025
Programs Offered	355	400	400
Volunteer Hours	1,220	1,500	1,600

## 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.

*resources and services*

### RECENT ACCOMPLISHMENTS

1. Completed the restoration of the Hinckley Building and surrounding grounds in cooperation with the Barnstable Community Preservation Committee and private fund-raising efforts.
2. Welcomed 83,436 visitors to the library.
3. Provided public internet service to 185 computer users in a typical week.
4. Served 145 participants in the Children's Summer Reading Programming.
5. Added "Fun Family Fridays" summer series of free Children's Programming.
6. Presented "Talks and Tunes" Summer Series of free Adult Programming.
7. Hosted "Massachusetts Domestic Workers" photography installation sponsored by the Brazilian Immigrant Center.
8. Completed 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.
9. Increased holdings and circulation of digital materials: eBooks, audio books, and music.
10. Continued staff training in current digital technologies and applications.
11. Advanced fundraising efforts with the popular Library Book Shop, a direct mail campaign, raffles, and a Local Bed & Breakfast Tour.
12. Continued to serve as a research and interlibrary loan center for the Sturgis Charter Public Schools.

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.
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.

### Fiscal Year 2016 Goals and Objectives

1. Maximize private fund-raising efforts.
2. Explore restoration plans for Eagleston and Twombly wings of the library.
3. Host an OverDrive Digital Book Mobile visit to promote digital circulation.
4. Continue to develop as a community involvement center.
5. Reorganize and update the Verizon Family Literacy Center to accommodate better use of materials and equipment.
6. Augment digital holdings by offering free downloads of copy-protected movies, TV shows, and educational videos.
7. Revitalize the Friends of the Hyannis Public Library.
8. Expand Book Shop hours and viability.
9. Explore grant opportunities.



Santa's Visit to Hyannis Library in July

## Summary of Hyannis Library Funding Request

Expenditure Category	Actual FY 2014	Approved FY 2015	Proposed FY 2016
Library Funding	82,750	100,000	TBD
Town of Barnstable	445,828	454,597	TBD
<b>Total</b>	<b>\$528,578</b>	<b>\$554,597</b>	<b>TBD</b>

## Permanent Positions (FTEs)

Positions	Actual FY 2014	Approved FY 2015	Proposed FY 2016
Full Time Employees	7.0	7.0	7.0
Part Time Employees	1.7	1.7	1.7
<b>Total FTE's*</b>	<b>8.7*</b>	<b>8.7*</b>	<b>8.7*</b>

\*TOTAL INCLUDES SECURITY AND CUSTODIAN POSITION

## Performance/Workload Indicators

Workload Indicator	FY 2014 Actual	FY 2015 Estimated	FY 2016 Projected
Circulation	118,181	120,500	122,500
Items in Collection	81,279	82,900	83,000
Hours Open	2,005	2,150	2,150
Programs Offered	355	375	375
Volunteer Hours	1,550	1,590	1,590



Hyannis Harbor Hawks Reading to Admirers in Library

## 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.

### ***Description of Services Provided***

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, 18% 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 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.

*Meeting the informational, educational recreational and cultural needs of the community*

### RECENT ACCOMPLISHMENTS

1. In response to patron needs, increased open hours from 43 hours per week to 48 hours per week.
2. Through the generosity of the Kirkman Trust Fund, the library upgraded old computers, and professionally networked its system.
3. The Marstons Mills Public Library website at [www.mmpl.org](http://www.mmpl.org) was updated and revamped to be a more appealing and user friendly site.
4. Concluded 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.
5. Concluded a second LSTA grant from the Institute for Museum and Library Services and the Massachusetts Board of Library Commissioners 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.
6. Hosted 11 author talks including Joseph Finder, Michael Blanding, Elizabeth Elo and others.
7. MMPL hosted two very successful book launches for two local authors with nationally published works.
8. Implemented our "Word-Craft" series of writing workshops, conducted by published authors.

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, however, MMPL circulates over 56,000 items per year.

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

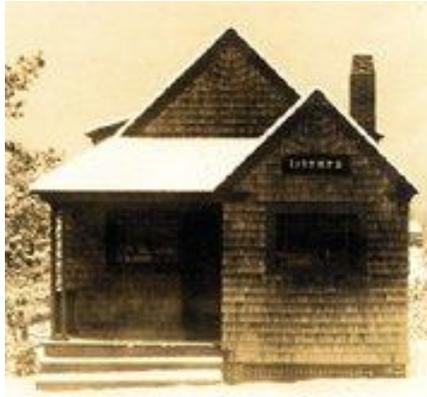
- Special collections include: Drama and Theatre arts; Lilith Gordon Women's Poetry Collection, extensive Large Print collection.
- Meeting place for many community organizations including the Marstons Mills Historical Society, Academy of Life Long Learning classes, Cape Cod Writer's Center and neighborhood associations.
- Five internet-ready public access computers, two laptops and circulating e-readers, and wireless access throughout the building.
- Active children's department with story hours, 4-H, home school club, mother-daughter book club, and other after-school activities.
- Regular and special adult programs.
- Homebound delivery service.
- 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.
- Designated as an Administrative site for the IBM Reading Companion Reading and Literacy Program.
- Collections include materials which support diverse cultures and languages.

### ***Additional Recent Accomplishments***

1. Implemented our "Word-Craft" series of writing workshops, conducted by published authors.
2. MMPL received a grant from Mass Humanities to provide Family Reading Program in Spring of 2015.
3. Expanded our Homebound Services Delivery.
4. Added a monthly Cozy Mystery group and a Masterpiece Book and Film Club to our established monthly classic books discussion group, evening book discussion group, tango classes at Liberty Hall, knitting, and short story discussion group.
5. Provided free computer classes each week for adult beginners and implemented Tech-Tuesday.
6. Collaborated with the Marstons Mills Village Association and the Liberty Hall Club to provide services and programs to support community information and recreational needs.
7. Acquired additional Kindles which are circulated to patrons.

### ***Fiscal Year 2016 Goals and Objectives***

1. To maintain current open hours (48 hours per week; open Monday- Friday at 9:00 am, 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's Reading Room.
4. To investigate new funding sources with the goals of obtaining increased general operating support, establishing a Library endowment and increasing programming.
5. To meet the goals and implement the action items in our long range plan, and formulate our 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.
7. To provide professional development opportunities to our staff and valued volunteers.
8. 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.
9. To continue to provide outreach to schools and youth organizations in Marstons Mills and to collaborate with schools to provide programs and resources.
10. To increase collaborations and partnerships with area conservancy, literacy and human service agencies to provide both increased programming and access to those programs.
11. 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.



Original Marstons Mills Library

### ***Summary of Marstons Mills Library Funding Request***

Expenditure Category	Actual FY 2014	Approved FY 2015	Requested FY 2016
Library Funding	58,237	76,549	TBD
Town of Barnstable	177,260	182,323	TBD
<b>Total</b>	<b>\$226,560</b>	<b>\$258,872</b>	<b>TBD</b>

### ***Permanent Positions (FTE's)***

Positions	Actual FY2014	Actual FY 2015	Proposed FY 2016
Full Time	1.00	1.00	1.00
Part Time	2.325	2.50	2.50
<b>Total FTE's</b>	<b>3.325</b>	<b>3.50</b>	<b>3.50</b>

### ***Performance/Workload Indicators***

Workload Indicator	FY 2014 Actual	FY 2015 Estimated	FY 2016 Projected
Circulation	59,879	60,200	60,500
Items in Collection	43,321	45,000	46,500
Hours Open	2,156	2,396	2,396
Programs Offered	286	300	320
Volunteer Hours	1,852	1,900	1,950

## Osterville Village Library



### ***Mission Statement***

For 133 years, the Osterville Village Library has served both as a resource for continuing 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 evolving through its enriched programming and resources: it has become a 21<sup>st</sup> century library - the 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.

### **Description of Services Provided**

The Osterville Village Library is the only Barnstable Library that is open 7 days a week throughout the year and offers the following services:

- Collection Specialties: Travel, Cooking, Crafting, Art, Business & Finance, and British – movies, television and nonfiction; extensive Large Print Book and Audio Book collections; and a growing rare book collection.
- Two full time librarians, specializing in Children's and Adult Services and Reference.

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

### RECENT ACCOMPLISHMENTS

1. After a year-long search, the library hired a new Executive Director.
2. The library's part time custodian was transitioned to full time, which was necessary to properly maintain the new facility and grounds.
3. With a gift received from the Kirkman Trust Fund, the library upgraded an aged server, network and desktop devices, which also permitted expanded access to databases for patrons.
4. During the year, the library lobby became the home of an exquisite, back-lit display case which was donated by a local, well-known maker of fine cabinetry. It was joined by a rare Sailor's Valentine which was donated by a local resident and is prominently displayed.
5. The library's meeting room spaces were actively used for community meetings, State and Local agencies workshops and for private parties.
6. Several local artists, photographers and art students took advantage of the library's exhibit areas, gracing the walls with displays of oil paintings, watercolors and photography for our patrons' appreciation.
7. Sunday Music Hours were implemented periodically, throughout the year, as cultural entertainment for patrons: the music hours have provided much needed performance opportunities for local music students and performers and have provided opportunities to showcase the library's new player piano that was donated this year.

- Meeting place for community groups including: the Osterville Business Professionals Association, the Osterville Men's Club, the Osterville Garden Club, the Osterville Village Association, Business Network International and more.
- Meeting room facilities made available to elected officials, local businesses and nonprofit groups that can seat up to 100 people with state of the art audio-visual capabilities.
- Public access computers and computer training
- Children's programs to enhance learning and exposure to literature, history, arts and sciences
- Monthly book discussion groups
- Sunday music hours in the Carolyn Crossett Rowland Fireside Reading Room.
- Art shows by local artists and school groups.
- Volunteer opportunities.
- On-going book sales managed by the Friends of the Library.
- Public access computers and computer training.

### ***Additional Recent Accomplishments***

1. The Summer Concert Series on the Green, a long-standing library tradition, continues to draw large audiences of all ages and provides a great venue for family picnics.
2. With a focus on expanding teen services, the library created a teen book group "Fiction2Film" and teen drop-in hours to play games on Xbox One.
3. A new program series was established entitled "Discovering Cape Cod," which featured interesting Cape Codders and topics focusing on Cape Cod life and history.

4. During Summer Celebration Week, "Under the Tent", the library hosted a series of workshops including: spinning classes; a workshop on the importance of posture and balance as we age; blood pressure screenings; and skin analysis screening. The week also included the OVL Children's Fair, featuring balloon animals, face painting and games.
3. The library hosted the 6<sup>th</sup> annual summer reading program on the library green, while offering several arts and crafts programs in collaboration with the other Barnstable Youth Services Librarians.
4. Osterville Christmas Stroll weekend activities were expanded to include a Christmas Character Display on the Library green, a Blockbuster Book Sale, Christmas Dog Parade, and in addition to the traditional Friends' Tea, a Teddy Bear Tea for children, and a holiday sing-along.
5. Our library's publication, *The Osterville Village Guide*, was published for its third season and has become a successful mainstay, both in popularity and as a significant fundraiser for the library. Not only were 10,000 copies of *the Guide* read avidly by local Cape Codders and visitors, *the Guide* was also available on-line, and reached an audience exceeding 30,000 readers.
6. The Osterville Village Library sponsored over 580 programs and events throughout the year for adults, teens and children. In addition to our mainstream programs of lectures, music, crafts and story times, our calendar featured periodic special events. Back by popular demand this year was the second annual Stuffed Animal Sleepover, a whimsical event for children who leave their stuffed animals at the library for a pajama party, then learn about their toy's antics the next morning.
7. In addition to programs, the library sponsored several fundraising events: the library must raise 65% of our funding each year from private donations, events and other fundraising activities. This year's events included the 22<sup>nd</sup> consecutive year of the library's car raffle: a Mercedes-Benz CLA 250 graced the front lawn of the library and was won by a local Osterville shop owner who was in dire need to replace his vehicle which had passed the 300,000 mile marker earlier in the year.

### ***Fiscal Year 2016 Goals and Objectives***

1. 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;
2. 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.
3. Build partnerships with other community organizations to enhance and expand programs and services and strengthen community affiliations with the library.
4. Attract and retain new sources of funding, including grants, sponsorships and individual donations in order to maintain and expand library services.
5. Continuously evaluate our collection and its development policies for all areas of the library, making appropriate adjustments to support the evolving needs of the community.

### Summary of Osterville Village Library Funding Request

Expenditure Category	Actual FY 2014	Approved FY 2015	Projected FY 2016
Library Funding	434,280	390,785	TBD
Town of Barnstable	232,772	237,910	TBD
<b>Total</b>	<b>\$667,052</b>	<b>\$628,695</b>	<b>TBD</b>

### Permanent Positions (FTEs)

Positions	FY 2015 Actual	FY 2016 Proposed
Full Time	6.0	6.0
Part Time	3.5	3.5
<b>Total FTE's</b>	<b>9.5</b>	<b>9.5</b>

### Performance/Workload Indicators

Workload Indicator	FY 2014 Actual	FY 2015 Estimated	FY 2016 Projected
Circulation	106,396	107,000	107,500
Items in Collection	64,439	64,540	64,640
Hours Open	2,477	2,494	2,494
Programs Offered	581	600	620
Volunteer Hours	4,237	4,237	4,237

## Sturgis Library



### ***Mission 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. 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

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

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.

### **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. The Sturgis Library also 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, 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. We host one of the only seed lending libraries on Cape Cod.

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. 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.

### RECENT ACCOMPLISHMENTS

1. Sturgis Library participated in the 375<sup>th</sup> Anniversary of the Town of Barnstable with a series of events, a historical display, and other activities.
2. The Sturgis Library published a revised and updated edition of an important book of William Sturgis' lectures on the Northwest fur and China trades in early December of 2013. *A Most Remarkable Enterprise: Lectures on the Northwest Trade and Northwest Coast Indian Life* by Captain William Sturgis was edited by Mary Malloy and originally published in a very limited edition in 2000. Adult Services Librarian Antonia Stephens worked with Malloy and Rock Village Publishing to put together a quality softcover reprint of this unique book. Copies are for sale at the Library and online through our website.
3. Descendants of the Sturgis and Hooper families held a reunion at Sturgis Library and presented the Library with materials for its archives, including a photographic portrait of William Sturgis Bigelow, grandson of founder William Sturgis and a former Library Trustee. In addition, they presented the Library with a book about Bigelow's life as well as sea otter pelts that were collected as part of the Northwest fur trade.
4. Working with the Cape Cod Food Hub, Sturgis Library opened one of the first Seed Saving Libraries on Cape Cod. Community members can come and take seeds for their gardens, and in the fall they can donate saved seeds back to the seed library.
5. With the assistance of Howard Woollard, Antonia Stephens, Magda Brancato, Doug Mitchell, and Barnstable Market, the Sturgis \*little free\* Library was installed in Barnstable Village.

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, Friends of Barnstable Harbor, Coast Guard Heritage Museum, and other 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.

### Fiscal Year 2016 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.

### Additional Recent Accomplishments

1. A portrait of William Sturgis' daughter Mary Sturgis Shaw was donated to the Library by descendant Parky Shaw.
2. The Sturgis Library website at [www.sturgislibrary.org](http://www.sturgislibrary.org) got a complete overhaul and has a new clean, user-friendly interface.
3. Sturgis Library participated in Library Snapshot Day 2014, a statewide event where libraries take photographs and gather information from library users about why the library is important to them. This year staff member Cathy Pastva created a keepsake book from the photos and quotes that were gathered on snapshot day.
4. Sturgis Library collaborated with Tales of Cape Cod to present an author talk and reception with Nantucket author Nathaniel Philbrick. The event was held at the Barnstable Comedy Club and was attended by 200 enthusiastic readers and history buffs.
5. Sturgis Library also collaborated with the Barnstable Historical Society on the annual Autumnfest event, a gala evening of food, drink, a silent auction, and camaraderie with friends and neighbors. Over 120 people attended the event, and proceeds supported both organizations.
6. The Library sponsored over 200 programs, exhibits, and events for adults, young adults, and children, including lectures, music and craft programs, art workshops, the Teen Artists Coalition, *History Along Route 6A*, and other well-attended programs and events. Together with the 6 other Barnstable village libraries, the Library participated in the annual collaborative Summer Reading Program.
7. In addition to programs, the Library sponsored several successful fundraising events, including a jewelry sale, an ornament sale, our annual Library Dinner at the Hyannis Yacht Club, an Antiques Show and Sale, and a Plant and Garden Sale. They also raise funds through the sale of used and new books, movies, music, gift items, and a Mini Thrift Shop. They must raise 60% of their funding each year from private donations, events, and other fundraising activities.

### Summary of Sturgis Library Funding Request

Expenditure Category	Actual FY 2014	Approved FY 2015	Proposed FY 2016
Library Funding	353,453	332,631	TBD
Town of Barnstable	221,585	227,123	TBD
<b>Total</b>	<b>\$575,038</b>	<b>\$541,523</b>	<b>TBD</b>

**Permanent Positions (FTE's)**

Positions	Actual FY 2015	Proposed FY 2016
Full Time	3.0	3.0
Part Time	3.5	4.0
<b>Total FTE's</b>	<b>6.5</b>	<b>7.0</b>

**Performance/Workload Indicators**

Workload Indicator	FY 2014 Actual	FY 2015 Estimated	FY 2016 Projected
Circulation	88,605	89,500	90,000
Items in Collection	57,515	59,000	64,640
Hours Open	2,039	2,090	2,095
Programs Offered	217	220	225
Volunteer Hours	1,942	2,500	2,750



**Library Teen Artists Coalition**

## 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.

### **Description of Services Provided**

We house an extensive history of West Barnstable in a well indexed archival collection. This index is also available on-line. We hold an extensive collection of books and DVDs on the topic of beekeeping thanks to the Barnstable Beekeepers. Both our collections of unabridged audio books on CD and Overdrive downloadable audio books are becoming increasingly popular. We are expanding our DVD collection. Our fund-raising activities are diverse; they include auctions, annual appeals, suppers, wine and food tasting, book and gift sales, raffles, and participation in the West Barnstable Village Festival. We have an excellent Friends Group that is always supportive and dedicated. The Welden Memorial library:

- Holds an extensive collection of unabridged books on CD, participates in OverDrive through CLAMS, and houses an extensive historical collection of West Barnstable including photos as well as a Finnish section.

*Preserving and Promoting the Heritage of the Community*

### RECENT 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 by-laws.
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 adult patrons.



- Maintains a great number of books and videos on Bee Keeping.
- Hosts numerous community groups including a book discussion group.
- Delivers books to homebound.
- Provides wireless access available twenty-four hours a day.
- Enjoys an active Friends Group which provides a profitable book sale, bazaars and other functions.

### Characteristics and Specializations

1. We house an extensive history of West Barnstable in a well indexed archival collection. This index is also available on-line.
2. We hold an extensive collection of books and DVDs on the topic of beekeeping thanks to the Barnstable Beekeepers.
3. Both our collections of unabridged audio books on CD and Overdrive downloadable audio books are becoming increasingly popular.
4. We are expanding our DVD collection. Our fund-raising activities are diverse; they include auctions, annual appeals, suppers, wine and food tasting, book and gift sales, raffles, and participation in the West Barnstable Village. We have a very active, supportive and dedicated Friends Group.
5. To continue with more extensive cooperative efforts with the other Libraries.
6. To increase programming for both adult and young patrons.
7. To further improve the existing condition of the Library's basement in order to expand the revenue brought in by our book sales.
8. To complete a plan of action for the library.
9. To examine and streamline organizational structure.

### Fiscal Year 2016 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 the 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

### Summary of Whelden Memorial Library Funding Request

Expenditure Category	Actual FY 2014	Approved FY 2015	Proposed FY 2016
Library Funding	53,964	58,100	TBD
Town of Barnstable	99,950	102,716	TBD
<b>Total</b>	<b>\$153,914</b>	<b>\$160,816</b>	<b>TBD</b>

### Permanent Positions (FTEs)

Positions	Actual FY 2015	Proposed FY 2016
Full Time	1.0	1.0
Part Time	1.5	1.5
<b>Total FTE's</b>	<b>2.5</b>	<b>2.5</b>

### Performance/Workload Indicators

Workload Indicator	FY 2014 Actual	FY 2015 Estimated	FY 2016 Projected
Circulation	39,673	42,000	43,000
Items in Collection	39,353	39,000	40,000
Hours Open	1,585	1,664	1,664
Programs Offered	78	90	100
Volunteer Hours	21,000	21,000	21,000