

Hopkinton Town Library
REPORT FROM LIBRARY DIRECTOR
February 15, 2022

Library Staff: All staff reviews have been completed and as ever it was a very productive process. In recognition of performance and an expansion of job descriptions, I am proposing that Karen Dixon's title be changed to Chief Reference and Technology Services Librarian and Laura Mackenzie to Circulation Manager. Goal Two 1c.

Finance: The town's audit is underway. I have provided all requested materials including bank statements and Treasure's Reports to the auditors. The public hearing on the budget on February 9th did not result in any questions regarding the library's budget. Goal One 2bandc and Goal Two 1b.

Library Services: Our circulation numbers continue to be up in adult categories as compared to 2021 at this time, including AV. Juvenile numbers continue to be down. We have added library visits (i.e. "foot traffic") to our monthly statistics to track patterns over time, e.g. we counted 868 visitors in January vs 1070 in December and 1215 in July (summer reading program contributed to the final figure). (see chart). Many libraries in the state are reporting that their visitation is down and some have had challenges to their budgets as a result. We need to be on top of these numbers and also define a range of measures for defining success (e.g. usage of online services, program participation). Curbside continues to be busy. We have just sent a new brochure for the library to the printer that better "tells our story." It will be used in our reinstated "welcome packets" for new library card holders and distributed in town. Goal One 1a Goal Two a-e.

Programs. We made successful use of our new "Meeting Owl Pro" at the January book discussion group. Eight people attended in person and five remotely and all were able to fully participate. Upcoming programs include:

- Poetry Discussion "A Flock of NH Poets: for those who love poetry and those who aren't so sure" with LR Berger (February 24th 6:30pm) RSVP
- Scrapbooking Workshop with Joy Malcolm (March 24th 6:30-8pm) RSVP Goal One 4a-b Goal Two 2c

Once again, we are hosting the AARP Tax Preparation program in the community room from February through mid-April, through which free tax preparation services are provided for community members.

Building: We have just had a "caboose nook" installed in the children's area. It was built by Chi Hofe of Roundhouse Workshop and is a great addition to the space. We received an anonymous donation that covered half of the expenses and library resources made up the balance. Sienna Larson made perfect cushions for the new reading nook. During ENE's preventative maintenance visit, they discovered that one of the pumps on the boiler was malfunctioning, so it will be replaced this week. We also had a leak in the community room ceiling, which has become an annual event when the roof has been snow covered and we have a thaw. I have reached out to our roofing company to review the situation. We have a preliminary plan for the outdoor pavilion on the library lawn from Eric Buck to be reviewed at the February meeting. Goal Two 2a and e.

Planning and Policy: The NH State Library continues to recommend that libraries regularly review their "Request for Reconsideration" policies and be sure that they include the reconsideration of programs as well. Across the country public and school libraries are having materials and programming challenged for alleged "divisive" content. Staff and trustees should be ready to hear challenges and respond.

Trustees should discuss their appropriate roles in providing professional counsel to the library. This arose because Chi Hofe, who built the "caboose nook" asked me to sign a "Hold Harmless" statement, which I asked

Jim O'Rourke to review. He advised me to seek an official review by town counsel. Neal Cass had me send the statement to our insurer Primex, which advised me not to sign the statement. Goal Two 1l.

Community Relations: Leigh Maynard and I met with Amanda St. Cyr from the Hopkinton Boys and Girls Club (HBGC) about the possibility of working together this summer. We will provide the community room to them the last week in August, to free up the Maple Street School to get ready for the school year. We are also going to work together to plan periodic visits to the library for HBGC participants during their program, perhaps for some library orientation and some reading activities. Leigh will also be working with the summer program at St. Andrews Church and the Hopkinton Recreation Department, to bring library services out into the community. Goal Two 2c.

Respectfully submitted, Donna Dunlop