Hopkinton Town Library  
DIRECTOR’S REPORT  
May 20, 2014

STAFF and TRUSTEES: The Thank You Event for Chris Hamm took place on Friday May 16th at the end of the day with approximately fifty people in attendance—a great success. Thanks to all, in particular to Emilie and Elaine for helping to make it happen. We are experiencing an interesting challenge with the reference staff at the moment. We will lose Bill Bissonnette our newest hire at the end of June, as well as Emily Welsh, both due to relocation. Karen Dixon is on vacation until early June and Charlotte DeBell is currently on leave. I am in the process of identifying some new candidates and Neal Cass has advised me that the job should be posted if we are looking to hire someone else.

PROGRAMS: We did not have great attendance at the NHHC event with Jo Radner “Family Stories: How and Why to Remember and Tell Them.” The nine participants had a great experience however and before the event Jo, Heather Mitchell from the Historical Society and I met to discuss how to move forward with our larger oral history project for the 250th. Jo is quite enthusiastic about working with us. In contrast, we had 250 plus people at the event with Lynn Lyon’s Author of “Anxious Kids, Anxious Parents. We will be having a follow up book discussion with Lisa Eberhart on September 23rd. The Harp Concert with Piper Runnion Bareford and her students was also very well attended with approximately fifty people young and old.

Upcoming programs include:

- Dick Hesse on John Winant. (Wednesday May 21st 7pm) NHHC program on John Winant, former NH Governor and US Ambassador to Great Britain during World War II. (Mistakenly called a reenactment in earlier documents, which it is not.

- Photographing Nature with Bob LaPree. (Sunday June 8th 1-4pm) Bob will show his own photos, then take participants out on the paths around the library to shoot their own photos. When they return to the library, Bob will demonstrate editing techniques.

Community voting has started for our next Hopkinton READS title. Plans for this year’s Summer Reading Program, with a science theme (“Fizz, Boom Read!”) are in place. Registration starts (online only) in early June.

VOLUNTEERS AND FRIENDS: Our annual Volunteer Thank You event is scheduled for Monday June 2nd at 3pm. “We are blooming with appreciation for our volunteers” will feature the owners of Sorella, the new flower shop in Contoocook. They will present flower arranging techniques and each volunteer will receive a floral gift. The annual Friends of the Hopkinton Town Library meeting and dinner will take place on Tuesday April 29th at 6:30 pm. The FHTL book sale will take place from June 27th through 29th, with an opening reception for Friends only on Friday 6/27. Book donations will be accepted as of June 1st.

BUILDING/CAPITAL PROJECTS: Kim Drew, our new maintenance person has been doing a great job. She and her husband took on fixing the screens on the porch behind my office, which is a great, if temporary fix. The capital projects that are in the pipeline are:

- Boiler Replacement. We currently have one bid from Pro Controls and Dick Schoch Plumbing and HR Clough have both asked to bid on the project. They have visited and reviewed the situation and will get us quotes in June. Pro Controls bid on two options: Replacement of the current boiler ($17,250) or with two LP gas boilers at $33,500.
• Replacement of the Screens on one of the porches ($3,427)
• Replacement of up to four public and staff computers (approximately $4,000)

Capital Improvement Program Fund Balances currently are:

Library Replacement Building Capital Reserve Fund: $26,113.13
Library Technology Maintenance Expendable Trust Fund: $12,614
Library Facilities Maintenance Expendable Trust Fund: $8,849.

LONG-RANGE PLANNING: During National Library Week we collected a quick snapshot of the library from library users asking two questions: “What do you like best about the Hopkinton Town Library: and “If you could change one thing about the Hopkinton Town Library, what would it be?” Only fifteen were returned but they provided an interesting sampling if one can extrapolate from the findings received. Overall they were full of praise with the staff, the collection and children’s programs the specifics noted. For the most part people either left “what would you change” blank or specifically stated “nothing.” Those who did provide some feedback gave the following comments:

➤ Explore the reason for so much ice on the building. Energy efficient?
➤ Longer hours.
➤ Three week Loan Period
➤ The angle of the roof. Ice and snow get awful!
➤ A map showing where everything is.

We are also took a weeklong count of how many people visited the library during NLW, a further “snapshot” of our usage. We counted 642 visitors during the second week of April broken down as follows:

Tuesday (10-8): 144 visitors
Wednesday (10-8): 164 visitors
Thursday (10-6): 88 visitors
Friday (10-5): 84 visitors
Saturday (10-3): 102 visitors
Sunday (1-5): 60 visitors

I plan to take the survey that is part of The Edge Initiative from the Gates Foundation sometime in June. This is the first step in the program that is dedicated to providing library staff with a tool they can use “to evaluate and strengthen public access technology services to achieve community goals. Tom Ladd and I are going to discuss how to best make use of this data. We need to schedule a time in June when we can have most staff present for a conversation with Tom Ladd about the planning process. I propose that we move the next Board meeting to June 24th, at which time most staff will be available.

POLICY: Comments on the By laws for the Library Board of Trustees should be discussed at the May meeting. Our Reference Policy, most recently reviewed in 2005 is next up for review.

COMMUNITY RELATIONS: We continue to work on our two major community partnerships with the Hopkinton Family Support Team (on the Lynn Lyons program) and with the Hopkinton Historical Society on the oral history project for the 250th anniversary of town. The next round of READ posters with Larry Bickford’s Digital Media class is in progress!

Respectfully submitted, Donna V. Dunlop, Library Director