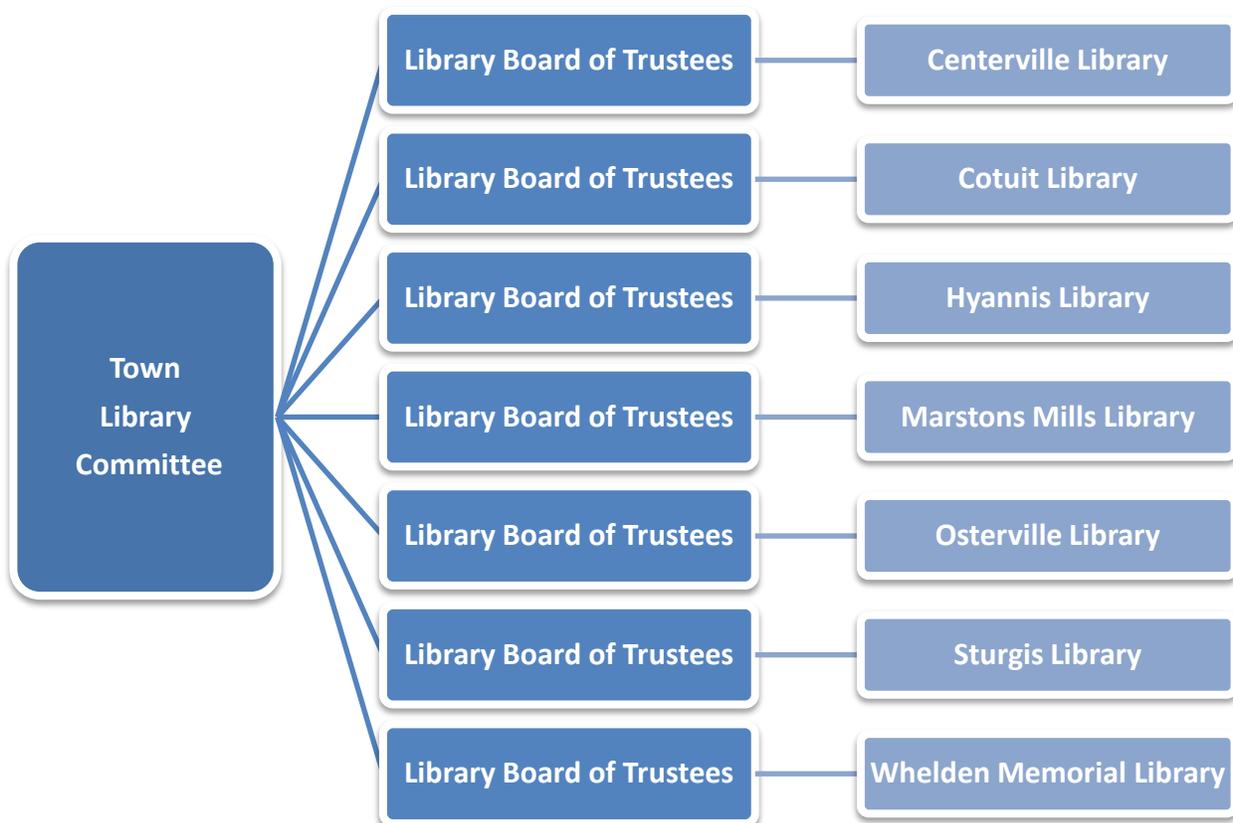


Town Libraries

Purpose Statement

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



The Town Libraries are not departments within the Town of Barnstable government, but are seven independent organizations each with their own Boards of Trustees. The Town has traditionally provided a portion of the libraries' operating funds in the form of grants, but has no administrative oversight of their operations and management of the libraries.

Fiscal Year 2020 Aggregate Goals for the Seven Libraries

(All Goals relate to the nine areas of the Town Council's Quality of Life Strategic Plan- See Introduction Section)

1. Collaboratively 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. **(SP: Education, Communication, and Finance)**
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. **(SP: Education, Communication)**
3. Focus on increased public awareness of the vast array of materials and services available to Barnstable residents of all ages in the seven village libraries. The seven libraries will work together to promote library programs and services and to make new services available. **(SP: Education, Communication)**
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. **(SP: Education, Communication)**
5. To seek grant and other funding for new projects, special library materials, programs and services. **(SP: Finance)**
6. Share staff and Board expertise in order to provide comprehensive public service and to streamline services among the seven libraries. **(SP: Education, Communication)**

Fiscal Year 2020 Funding

The seven-village libraries are requesting a FY 2020 budget increase of \$56,460 which represents a 3% increase over FY 2019 in two decision packages: 2.5% for the Municipal Appropriation Requirement (MAR) mandated by the State in order to avoid the waiver application process; plus 2.5% to assist the libraries with the funding of cost of living increases to staff members. If granted, this request would increase the FY 2020 library funding from \$1,882,000 to \$1,938,460.

Description of Services Provided

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

Popular Materials Program

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

Formal Educational Support/Independent and Lifelong Learning Program

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

Reference and Information Services

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

Community Activities and Programs

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

Centerville Public Library

Purpose Statement

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



Recent Accomplishments

- We created a walking tour app that not only gives a little history of the library, but a look back at what makes Centerville unique. Thanks to our partnership with Mass Center for the Book, an organization dedicated to serving libraries, we created a 45-minute tour that begins and ends with the library and includes information on the buildings and places around Centerville. Narrated by a library board member, with research by Britt Beedenbender, the walk takes you on a leisurely stroll, describing stops along the way. The walking tour is available on the web at massbooktrails.oncell.com.
- To celebrate the life of a generous patron, we collaborated with Cape Cinema and Cotuit Center for the Arts to offer CLAMS members 2-for-1 admission passes to films and theatrical productions.
- We developed a “Fridays at 1” series that was very popular. We featured film lectures on “Impressionism through Art between the Two World Wars” and a “Women in Garden Design” series created by local landscape designers.
- Recent accomplishments in our Youth Services department include weekly visits to West Villages Elementary School; weekly programs and a Boys’ Book Club with homeschool families; an internship program with Cape Cod Academy; frequent volunteerism from Barnstable High National Honor Society students; and a Teen Advisory Board.
- Enthusiastic volunteers are organizing new programs and fundraisers, serving on committees, and making significant contributions to the Adult and Youth Services Departments and the Alice Owen Williams Bookstore.

Fiscal Year 2020 Goals and Objectives

(All Goals relate to the nine areas of the Town Council's Quality of Life Strategic Plan- See Introduction Section)

1. To create opportunities for Town Council and management to communicate with community members through the library. **(SP: Education, Communication)**
2. To take advantage of grant writing opportunities to fund programs and services. **(SP: Finance, Communication)**
3. To work with the community partners to support the educational needs of children and adults, by providing one-on-one tutoring, literacy programs, and STEM programming. **(SP: Education, Communication)**
4. To continue to collaborate with Barnstable and Cape-wide libraries to generate ideas and pool resources for the benefit of our communities. **(SP: Finance, Education, Communication)**
5. To assess the print and e-resources collections and acquire materials based on patron requests, use, and needs. **(SP: Education, Communication)**
6. To support the community through educational, informational, and cultural programs. **(SP: Education, Communication)**

Description of Services Provided

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

Today, our on-going weekly and monthly programs, one-on-one technical assistance, and popular bookstore are managed and run solely by volunteers. The warm, welcoming environment of Centerville Public Library attracts visitors and residents alike. Our collection, innovative programming, and leisure activities interest people of all ages, which keeps them coming back.

Centerville is a vibrant, active library offering programs that meet the needs and interests of all age groups. Last year, we held 1,276 programs for children, teens, and adults with 12,202 attendees.

Highlights of our adult programs included an Antiques Appraisal, films on civil rights and sustainable practices, mental health first aid, artist and author lectures, and concerts. We work with health and wellness organizations to provide lectures on local counseling and memory care. We engage our patrons through mailings of our Annual Report and quarterly newsletters, emails about upcoming services and programs, ongoing publicity to newspapers and radio stations, and outreach with local organizations and town officials.

We've added Ask a Public Health Nurse to our monthly programs to provide private, individual consultations as well as blood pressure readings and blood screenings. Our yoga classes remain very popular, as well as two knitting groups, two book groups, a bridge group, and the Mid-Cape Chess Club. Individual computer instruction continues to be one of our most popular offerings with over 1,000 hours of instruction held each year from our volunteer computer expert. Our Coffee House features local talents of singers, musicians, and poets appealing to an appreciative audience the second Tuesday of each month. Office hours with Town Councilor Britt Beedenbender takes place the second Thursday of each month.

Along with other Barnstable Libraries, Centerville is collaborating on book donations for needy families in our community. We have been delivering books to the Council of Churches meal program, Faith Family Kitchen, and providing collected infant and toddler books to Health Imperatives for their teen parent outreach program.

Our library bookstore - The Alice Owen Williams Bookstore - boasts a well-organized collection of subjects and fiction titles organized by a staff of faithful volunteers. Proceeds from the bookstore greatly help to support library services.

Our holdings of e-books continue to grow in popularity amongst our users. Computers, faxing, word processing, printing, photocopying and wireless access are in high-demand on a daily basis.

Summary of Centerville Library Funding Request & Permanent Positions (FTEs) Request

Expenditure Category	Actual FY 2018	Approved FY 2019	Projected FY 2020
Library Funding	\$274,656	\$275,147	TBD
Town of Barnstable	\$341,070	\$352,743	TBD
Total	\$615,726	\$627,890	TBD

Positions	Actual FY 2019	Proposed FY 2019
Full Time	5.0	5.0
Part Time	3.4	3.4
Total FTE's	8.4	8.4

Performance Measures / Workload Indicators

Description	Actual FY 2018	Estimated FY 2019	Projected FY 2020
Circulation	184,108	170,000	170,000
Items in Collection	115,581*	130,000*	140,000*
Hours Open	2,234	2,406	2,406
Programs Offered	1,239	1,000	1,000
Volunteer Hours	8,993	8,000	8,000

*Collection data reflects system-wide e-book holdings



Cotuit Public Library

Purpose 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.



Recent Accomplishments

- Offered over 600 programs, including an End-of-Life Series and Year 2 of the Royston Nash Music Appreciation Series, which again received funding from the Arts Foundation of Cape Cod, the Mid-Cape Cultural Foundation, and the Kirkman Fund.
- Continued our family literacy program for a local homeless shelter and literacy outreach to local preschools and daycares.
- Continued to develop our Computer Coding Camps for elementary and preschool students.
- Started a collection of Talking Books for patrons with low vision/print disabilities.
- Reorganized the collection to make it easier for patrons and staff to find materials.
- Created a new Library web site with an integrated system for donations and ticket sales.

Fiscal Year 2020 Goals and Objectives

(All Goals relate to the nine areas of the Town Council's Quality of Life Strategic Plan- See Introduction Section)

1. Provide the best possible comprehensive library services to the community. **(SP: Education, Communication)**
2. Complete safety and aesthetic upgrades to the Library's brick patio and wheelchair ramp and increase usable outdoor space for patrons. **(SP: Public Health and Safety)**
3. Further, develop accessibility for low-vision patrons to our services, including facilitated access to the National Library Service for the Blind and Physically Handicapped's Talking Books program. **(SP: Education, Communication)**
4. Continue to pursue collaborations in programming and fundraising with other Barnstable Libraries to maximize our services to Town residents. **(SP: Education, Communication)**
5. Serve as a village center and meeting place for other community organizations. **(SP: Education, Communication)**
6. Build partnerships with other village-based and regional community organizations to enhance programming and services, particularly in the areas of mental health and substance abuse. **(SP: Education, Communication)**
7. Expand digital literacy services and programs for all ages, such as our Computer Coding Camp, one-on-one technology help and outreach programs to the Barnstable Senior Center. **(SP: Education, Communication)**
8. Develop a new Strategic Plan to set a vision for our services over the next five years. **(SP: Education, Communication)**



Description of Services Provided

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

The Cotuit Library focuses on:

- Being a neighborhood nexus—a safe and welcoming place for individuals to meet and form community;
- Assisting people of all ages to develop literacy skills, including digital literacy;
- Offering popular titles and materials that focus on current topics of interest as well as specialized resources such as art books;
- Acting as a year-round meeting space for local community organizations, including the Cotuit Civic Association, the Historical Society of Cotuit and Santuit, the Cape Cod Writers' Club and our Precinct's Town Councilor, as well as a place for local book, game and hobby groups to get together;
- Facilitating access to different support services, such as information for seniors, therapy group sessions, and free blood pressure clinics.
- Providing accessible options for all our materials, programs, and services with assistive devices, such as a wheelchair lift to all floors, ADA-compliant restrooms, digital magnifiers and other low-vision aids.

Our resources and services include:

- Special collections such as the Fine Arts Collection, the Peck Maritime Collection and the Kirkman Collection of Rare Books;
- Special emphasis within the general collection on vintage mysteries, visual arts and classic science fiction;
- One-on-one computer training and e-reader classes, including outreach programs at the Barnstable Senior Center;
- The latest in hand-held mobile devices for in-Library use;
- Twelve Internet-ready public access computers and wireless access throughout the building, along with a scanner/printer/photocopier and a fax machine for use by the public;
- An active children's department with two story hours per week and many seasonal and summer reading activities;
- Cotuit Coding Camp and other programs exploring coding and robots for children and families;
- Outreach programs to local family homeless shelters, the local Waldorf School and area preschools;

- Meeting space for elected officials to meet constituents;
- Ongoing and periodic Adult programs and groups, including four monthly book discussions, educational luncheons hosted by the Friends of the Cotuit Library, weekly handcrafts, card games, board games, music concerts, movie and documentary showings, crafts, author talks and other guest speakers;
- Free blood pressure clinics twice a month, and annual flu shot clinics.
- Homebound delivery;
- Volunteer opportunities for teens and adults;
- An ongoing, in-Library book sale and an annual three-day book sale, both managed by the Friends of the Cotuit Library;
- An Astronomy Program with telescopes the public can borrow; and
- Specialized services for those with low vision.

Collaborative Efforts

- Collaborated with the other village libraries on a Town-wide summer reading program for children and on library presentations for Discover Barnstable;
- Developed a partnership with the Cape Cod Conservatory whereby we provided rehearsal space in exchange for a music program;
- Collaborated with local homeless shelter to provide training on family literacy and digital literacy; and
- Worked with the Senior Center to offer free digital literacy and technology programs.
- Pursued joint programming and block bookings with Marstons Mills, Hyannis and Dennis libraries to reduce costs;
- Collaborated with local preschools and the nearby Waldorf School for Library visits and programming;
- Held programs with the Cotuit Historical Society, Cape Cod Bird and Garden Club, the Cape Cod Chamber Music Festival, the Cape Cod Writers' Center, as well as many more leading arts educators and performers on the Cape;

Ongoing Projects

- Developing services to patrons with low vision;
- Organizing, preserving and digitizing the Library's own archives and the Kirkman Collection of rare books and documents;
- Increasing digital literacy with group classes in addition to one-on-one tech help; and
- Reaching out to local organizations to provide embedded librarianship and create community partnerships;
- Increasing family literacy;
- Expanding our "Library of Things" to meet less-conventional needs of our community and our seasonal visitors.

Summary of Cotuit Library Funding & Permanent Positions (FTEs) Request

Expenditure Category	Actual FY 2018	Approved FY 2019	Proposed FY 2020
Library Funding	\$198,022	\$196,514	TBD
Town of Barnstable	\$176,698	\$182,715	TBD
Total	\$374,720	\$379,229	TBD

Positions	Actual FY 2019	Proposed FY 2020
Full Time	1.1	1.1
Part Time	3.7	3.7
Total FTE's	4.8	4.8

Performance Measures / Workload Indicators

Workload Indicator	Actual FY 2018	Estimated FY 2019	Projected FY 2020
Circulation	46,592	47,000	47,500
Items in Collection	107,490	105,000	107,000
Hours Open	2,083	2,100	2,100
Programs Offered	682	640	650
Volunteer Hours	1,646	1,700	1,700



Hyannis Public Library

Purpose Statement

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



Recent Accomplishments

- Provided S.T.E.A.M. programs for students, focusing on Science, Technology, Engineering, Art, and Mathematics on a regular basis.
- Held a grand total of 376 programs for children, with an attendance of 5,346 youngsters.
- Acquired a movie license and held regular movie events for youngsters of all ages.
- Collaborated with other Barnstable Libraries on summer reading program events and the Discover Barnstable program held at Bismore Park.
- Provided exam proctoring service for numerous adult and young adult students enrolled in online courses.
- Held regular weekly adult-interest programs with authors and artists from Cape Cod and the New England area, generating a total attendance of 919 people.
- Hosted weekly adult groups of knitters, coloring artists, origami crafters, and Hosted the meetings of an American History Book Discussion Group.
- Partnered with the Kennedy Museum of Hyannis for several speaker programs.
- Participated in Hyannis village events such as Hyannis Open Streets, Safe Trick or Treating and the Christmas Stroll.
- Continued to provide Homebound Services to our village residents.
- Partnered with the Garden Club of Hyannis to maintain our Library's beautiful gardens and grounds.
- With the help of devoted volunteers and generous donors of books, operated a unique Book Shop within our much-admired historic Ora A. Hinckley building, thus providing more welcome funding for the Library.

Fiscal Year 2020 Goals and Objectives

(All Goals relate to the nine areas of the Town Council's Quality of Life Strategic Plan- See Introduction Section)

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

Description of Services Provided

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

The Library provides print books and periodicals, audio books, music CDs, entertainment and documentary DVDs, large print books, digital books, magazines, and films for public borrowing as well as other free online resources.

The educational needs of children, young adults, and their families are served through borrowing; story hours; story-telling projects; library visits from teachers and students; and active outreach to public and private schools, daycare facilities, and home-schooling groups.

The literacy goals of the community are supported with the Library's services and resources for English Language Learning; tutoring sessions for public school students and adult learners; and as a research and interlibrary loan center for the Sturgis Public Charter School.

The Library supports and meets the unique needs of our community's special populations, which include at-risk and unhoused singles and families. Outreach service is also available for the distinctive needs of the homebound and institutionalized through delivery of books by a network of volunteers and in cooperation with facilities in our area.

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



Summary of Hyannis Library Funding & Permanent Positions (FTEs) Request

Expenditure Category	Actual FY 2018	Estimated FY 2019	Proposed FY 2020
Library Funding	\$73,000	\$75,190	TBD
Town of Barnstable	\$500,000	\$515,000	TBD
Total	\$573,000	\$590,190	TBD

Positions	Actual FY 2018	Approved FY 2019	Proposed FY 2020
Full Time Employees	6.0	6	6.0
Part Time Employees	2.8	2.8	2.8
Total FTE's*	8.8	8.8	8.8

*TOTAL INCLUDES SECURITY AND CUSTODIAN POSITION

Performance Measures / Workload Indicators

Workload Indicator	Actual FY 2018	Estimated FY 2019	Projected FY 2020
Circulation	166,489	168,000	170,000
Items in Collection	124,180	125,180	135,000
Hours Open	2,153	2,150	2,150
Programs Offered	502	515	525
Volunteer Hours	1,057	1,150	1,250



Marstons Mills Public Library

Purpose Statement

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



Recent Accomplishments

- MMPL's second annual Teen Writers Conference; a weeklong writing workshop featuring some of the bestselling YA authors in the country was even more successful than the first. Through the generosity of the Kirkman Trust and sponsorships from local businesses, we were able to utilize a much larger space to include more teen participation. Preparations for the Third Annual Conference are underway and it is shaping up to be an even larger event.
- For the Fourth year, MMPL participated in the "Spectacle of Trees" raising over \$100,000 for local non-profits annually.
- Through the generosity of the Kirkman Foundation, in addition to increasing our outdoor educational programs, volunteers from the Library's "Patchwork Educational Garden" were able to deliver over 1,500 bouquets of fresh flowers to Barnstable residents who could use a smile.
- Collaborated with the National Seashore and Cape Wildlife Center for on hands educational programs.
- Collaborated on the 4th Annual Marstons Mills Village Stroll.
- Designed and published new user-friendly library web site.
- Co-Sponsored the Marstons Mills Village House and Garden Tour with the Marstons Mills Village Historical Society.
- Hosted a "Candidates Night" to allow patrons to meet and question those running for Barnstable Town Council.
- Collaborated with the National Novel Writing Month as a drop in writing center.

Additional Recent Accomplishments

- Continued to expand our Homebound Services Delivery.
- Provided free computer classes each week for adult beginners on Tech-Tuesday.
- Collaborated with the Marstons Mills Village Association, Marstons Mills Historical Society, and the Liberty Hall Club to provide services and programs to support community information and recreational needs.
- Through the generosity of the Enoch Cobb Trust, we are able to add many children's books for Summer Reading.
- Enhanced collaboration with the other Barnstable Libraries on the Summer Reading Program.



Fiscal Year 2020 Goals and Objectives

(All Goals relate to the nine areas of the Town Council's Quality of Life Strategic Plan- See Introduction Section)

1. To maintain current open hours (48 hours per week; open Monday- Friday at 9:00 am, Saturday at 10:00am). **(SP: Education, Communication)**
2. To aid in supporting the newly formed Friends of the Marstons Mills Public Library Group. **(SP: Education, Communication)**
3. To continue to partner with the Senior Service Corp and Elder Services to recruit volunteer support for circulation in the children's room and events. **(SP: Education, Communication)**
4. To improve the aesthetics of the Library's landscaping and grounds. **(SP: Infrastructure)**
5. To investigate new and innovative funding ideas. **(SP: Finance)**
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. **(SP: Education, Communication)**
7. To provide professional development opportunities to our staff and valued volunteers. **(SP: Education, Communication)**
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. **(SP: Education, Communication)**
9. To continue to provide outreach to schools and youth organizations in Marstons Mills and to collaborate with schools to provide programs and resources. **(SP: Education, Communication)**
10. To increase collaborations and partnerships with area conservancy, literacy and human service agencies to provide both increased programming and access to those programs. **(SP: Education, Communication)**
11. Work in collaboration with the six other village libraries in Barnstable to provide comprehensive library services to the residents of the Town of Barnstable. **(SP: Education, Communication, Finance)**

Description of Services Provided

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

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

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

The Library has increased the usable size of its building, which has resulted in increased usage and circulation. Like all Barnstable libraries, it is challenged each year to raise sufficient funds through private donations and community fundraisers 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; Susan Martin Speculative Fiction; and an extensive Large Print collection.
- Active children's department with story hours, 4-H, home school club, mother-daughter book club, and other after-school activities.
- Homebound delivery service.
- Partnership with Elder Services to provide volunteer support.
- Designated as an Administrative site for the IBM Reading Companion Reading and Literacy Program.
- 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.
- Regular and special adult programs.
- Technology classes and one-to-one technical support for e-readers.
- Designated as a lending site for materials from the Perkins Braille and Talking Book Library.
- Collections include materials that support diverse cultures and languages.

Summary of Marstons Mills Library Funding & Permanent Positions (FTEs) Request

Expenditure Category	Actual FY 2018	Approved FY 2019	Requested FY 2020
Library Funding	\$107,785	\$110,495	TBD
Town of Barnstable	\$202,592	\$209,748	TBD
Total	\$284,757	\$320,253	TBD

Positions	Actual FY 2018	Actual FY 2019	Proposed FY 2020
Full Time	1.00	2.00	2.00
Part Time	3.50	3.50	4.50
Total FTE's	4.50	5.50	6.50

Performance Measures / Workload Indicators

Workload Indicator	Actual FY 2018	Estimated FY 2019	Projected FY 2020
Circulation	67,546	68,400	69,000
Items in Collection	63,541	63,500	63,500
Hours Open	2,396	2,396	2,396
Programs Offered	350	478	480
Volunteer Hours	1,976	2,015	2,015



Osterville Village Library

Purpose Statement

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

“Libraries open minds, open doors, open lives”



Recent Accomplishments

- We expanded our open hours in response to patron requests. This was made possible by an anonymous donation. We are now open an hour earlier on Tuesdays, Thursdays, and Sundays and an hour later on Saturdays. This change has been very well received.
- In response to the winter, storms that caused extended power loss in our village, the library generator allowed us to increase our regular hours into the evening to accommodate patrons without power.
- New kits such as Cursive Handwriting, Coding, Drafting, telling time and more have been added to the makerspace area of the Children’s Room.
- We received a \$20,000 grant for a 21st Century Makerspace. We purchased an additional 12 high-end gaming laptops for training along with a 3D printer. This has allowed us to collaborate with other nonprofits to bring more advanced learning and training programs to the community. Other technology enhancements include two Oculus Rift Virtual Reality headsets with classes on using them.
- In collaboration with Cape Cod Trout Unlimited, we received 76 books on fly-fishing, casting, tying and more to inform and encourage our local anglers.
- Our collaboration continues with JrTech hosting classes on Robotics and 3D printing; with Cape Cod Media Center offering green screen classes, phone photography, and video. Other collaborations include Cape Cod Academy, CapeAbilities, EforAll, and others.
- The library lawn now boasts three picnic tables for friends and families to gather whether they are eating take out from a local restaurant, enjoying one of our Kirkman Trust Fund sponsored concerts or just to sit and talk.
- We continued our world-class art exhibits with a private exhibit of Ralph and Martha Cahoon paintings and sailor’s valentines. This exhibit was accompanied by talks and lectures on the Cahoon’s work, art restoration and sailor’s valentines. Other exhibits included Conservationist Photographer Barbara Folger, the Printmakers of Cape Cod and other well know artist and galleries.

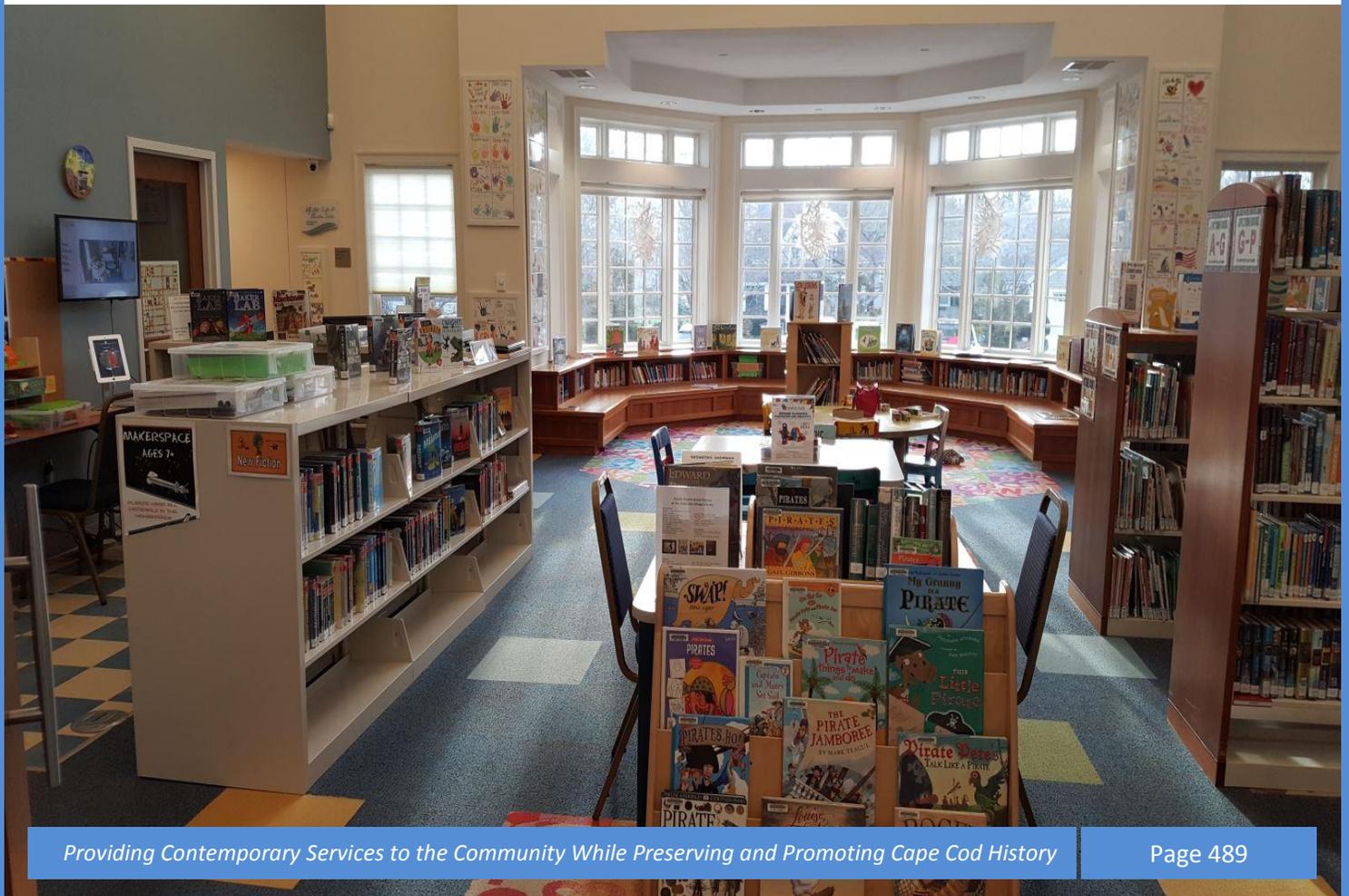
Additional Recent Accomplishments

- The Children’s Room is continually evolving to meet the needs of young children. The large custom dollhouse was refurbished and updated.
- Our Library of Things continues to grow. You can check out a Sewing Machine, Ukulele, Birdwatching Kit, Soil Meter Tester, Meditation Kit, Energy Saving Kit, a Casio Keyboard, plus many more unique items and over 100 puzzles, games, and great courses.
- The library continues to be a donation center for “Toys for Tots” each year increasing our collection from the community. This year donations exceeded 100 toys and gift cards. The library also introduced a program to spearhead a monthly village clean –up with numerous people going through the village and picking up trash.
- Sold out -the summer concluded with the Annual Car Raffle and a lucky Marstons Mills resident winning the 2018 Range Rover Discovery Sport.
- Again, to show support to the businesses in our village the library offered a “Black Friday” Special. Children were entertained in the library, while adults shopped in the village. This event was extremely well received and attended. This will become an annual event at the library.
- The summer reading program was enhanced by the generosity of the Enoch Cobb Trust and numerous children’s books were added to the collection
- The joint event with Osterville Rotary on Halloween brought hundreds of excited treat or treaters as they paraded through the village led by a COMM fire truck. The children ended up on the library lawn and enjoyed treats and a story walk.
- A collection of glass, metal and other unique-material Menorahs were on display in the lobby showcase. The winter Christmas Stroll brought hundreds of people to the library to enjoy the whimsical holiday display on the lawn and have hot chocolate, which was provided by Cape Cod Academy. Mrs. Claus greeted young children, helped them write letters to her husband, Mr. Claus, and posed for pictures.
- The “Community Assistance Program” continues to allow patrons to help themselves to discount coupons from numerous newspapers. We also are a host site for the free tax preparation service supported by the AARP.

Fiscal Year 2020 Goals and Objectives

(All Goals relate to the nine areas of the Town Council's Quality of Life Strategic Plan- See Introduction Section)

1. To enhance the lives of the residents of Barnstable by serving as a cultural, social and intellectual center for the community, through access to our library's collection, programming and special events. **(SP: Education, Communication)**
2. To offer a thoughtful, well rounded collection of books and media to meet patron's needs and a variety of educational, artistic, entertaining, and informative programs and services for children and adults. **(SP: Education, Communication)**
3. To develop and grow our 21 Century Community Makerspace learning and creativity lab. **(SP: Education, Communication)**
4. To reach out and build our donor base and awareness of the importance of libraries in this changing world. To take advantage of Grant writing opportunities that will benefit the library. **(SP: Finance, Communication)**
5. To be the central gathering spot for meetings and interactions in the community. To expand our collaboration with other non-profits and to bring more diverse programming to the Library. **(SP: Education, Communication)**
6. To continue to provide information and knowledge in whatever form it takes and educate our patrons on emerging technologies. **(SP: Education, Communication)**



Description of Services Provided

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

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

- Art exhibits: recent example includes a private collection of Ralph and Martha Cahoons, which featured many lectures on art, restoration and the Cahoons. A printmaker exhibit, numerous photographers, and varied artist along grace the library throughout the year. You will also find from sculptures to crafts are part of our revolving art exhibits.
- Growing our Library of Things where patrons can check out a sewing machine, ukulele, soil tester, watt tester, photo convertor, keyboard, birdwatching kits and many more fun and educational items.
- Programming geared towards educating to deal with life and current issues, numerous programs and interactive events for adults such as dealing with grief, preparing for end of life issues and more.
- To assist our vision-impaired patrons we have a large assortment of large print books, a Merlin Enhanced Vision machine for desktop magnification. We also provide resources and info to the Perkins School.
- In our expanded Makerspace area children ages 7 and up can experiment, problem-solve, and create with STEAM materials. They can use and/or borrow electronic, robotic, coding, drafting and buildings kits, and try out quality apps on the Makerspace iPad.
- In addition to a variety of enrichment programs for all ages, our traditional story hours are now STEM Storytime's, where preschoolers engage in stories, crafts, and hands-on STEM activities.
- Our demonstration rain garden continues to attract people to Osterville to see how to landscape responsibly around their homes and protect our resources.
- The Friends Bookstore, staffed by dedicated volunteers, is open six days per week. Proceeds from the bookstore help to support library services.
- Technology assistance with tablets, phones, e-readers, Mac and PC computers available on a walk-in 7 day a week. Group training is also available.
- Databases to support the nursing schools such as Nursing and Allied Health plus Ancestry, Mango Languages and a Small Business Database are available to all users thanks to the Kirkman Trust Fund.
- Free books are provided year round at Dowses Beach in our Little Lending Library.
- Offer free preparation and electronic filing of Federal and Massachusetts income tax forms. This is done through AARP Tax-aid. In conjunction with the IRS, certified volunteers help low and middle-income taxpayers.

Fundraising is continuous focus:

- Indoor walking in a safe environment on Tuesdays and Thursdays, so popular it runs year round.
- The “Experience Osterville” guides in its seventh year and will continue to be a successful mainstay, both in popularity and as a fundraiser for the library. The audience has grown significantly and currently exceeds 34,000 readers in print and over 15,000 online.
- The 44th Annual Spring Golf Tournament will be held in late May. Golfers will enjoy a picture perfect day of golf on the pristine course at the Wianno Golf Course. Golf will be followed by dinner and silent auction in the Main Dining Room at the Wianno Club—a great evening!
- The Library will hold annual car raffle for the 28th consecutive year.
- The 39th Annual Cape Cod 5K Championship Road Race to benefit the OVL will attract over 400 runners. Our new sponsors Sotheby’s International Realty and Cape Cod Academy. The new course allows runners to start from in front of the library. The Osterville Village Library is fortunate to be the beneficiary of this fundraising event.
- The 26th Annual Clam Bake will be held after the Fourth of July, 200 attendees are expected at this the event. This even has evolved into more of a family-friendly event with the addition of a children’s menu and games. A lovely evening, great food, fun, and music. Also during summer celebration week, the library held its 6th Annual Mutts and Martinis “Yappy Hour,” a canine and human cocktail event and a signature event for our dog-friendly library. This year we expanded our dog-friendly entertainment to include “Muddy Paws” who conducted agility training, a dog masseur, a dog acupuncturist, pet artist, and authors

Summary of Osterville Village Library Funding & Permanent Positions (FTEs) Request

Expenditure Category	Actual FY 2018	Approved FY 2019	Projected FY 20
Library Funding	\$498,591	\$559,700	TBD
Town of Barnstable	\$260,820	\$269,698	TBD
Total	\$745,600	\$820,500	TBD

Positions	Actual FY 2019	Proposed FY 2020
Full Time	6.00	7.00
Part Time	7.00	7.00
Total FTE's	13.00	14.00

Performance Measures / Workload Indicators

Workload Indicator	Actual FY 2018	Estimated FY 2019
Total Circulation	93,894	93,940
Number of items in Collection	81,441	83,069
Total Hours Open	2,687	2,687
Programs Held	906	923
Volunteer Hours	4,433	4,450



Sturgis Library

Purpose Statement

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



Recent Accomplishments

- Sturgis Library was awarded a number of special grants to enhance library programs and services to the community.
 - Thanks to generous funding through a federal LSTA grant administered by the Massachusetts Board of Library Commissioners, the Library will embark on a partnership with the Sturgis Charter School to integrate digital and preservation copies of its archival materials related to the history curriculum. We received matching funding for this project from The Cooperative Bank of Cape Cod.
 - The Arts Foundation of Cape Cod provided funding for a Creative Writing series.
 - The Mid-Cape Cultural Council provided funding for a special children's program called Oooch.
 - We received a Seton Shields Genealogy Grant from Genealogist Megan Smolenyak for the purchase of archival supplies.
 - The Kirkman Trust Fund of the Town of Barnstable granted us funds for the purchase of books, ebooks, and technology.
 - The Cape Cod 5 Foundation awarded us funding to purchase library materials in the STEAM subject areas -- Science, Technology, Engineering, Arts, and Math, to support both students and lifelong learners.
 - The Cobb Trust granted the Library funding for the purchase of library materials for the Summer Reading Program.
- Three portraits from the Sturgis Library collections -- of members of the Sturgis family by noted artist Eastman Johnson -- were exhibited as part of the Cape Cod Museum of Art's exhibit *Mysteries and Revelations: Discovering Cape Cod's Museum Treasures*.
- The Library established a new Graphic Novel Collection for adults, and started a new circulating jigsaw puzzle collection, including a number of high quality wooden puzzles.
- Thanks to the generosity of the Aldrich Astronomical Society's Adopt-a-Library telescope program, Sturgis Library now has an Orion StarBlast tabletop telescope available to borrow.
- The Library now has two staff members who provide free notary services to the community.

Additional Recent Accomplishments

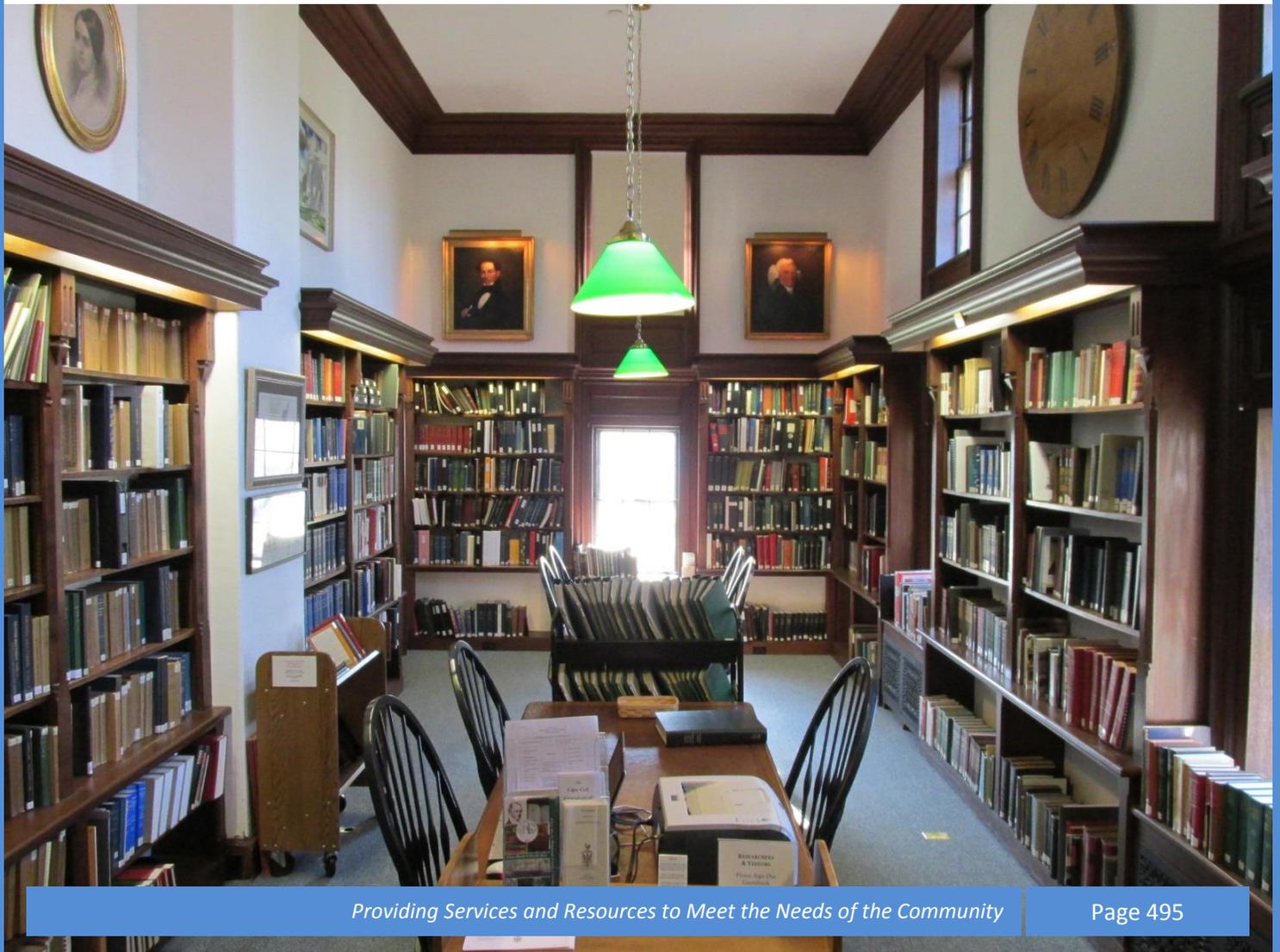
- Assistant Director Karen Horn is the focus of an article in a recent edition of *Associates: The Electronic Library Support Staff Journal*. Karen has been instrumental in advocating for continuing training and education for library support staff, and has spoken at state and regional conferences on the subject. Karen's efforts have benefited Sturgis Library by ensuring that all staff learns about library related topics as well pursuing a wide range of training opportunities.
- The Library sponsored over 200 programs, exhibits, and events for adults, young adults, and children, including lectures, music and craft programs, art workshops, a Pre-Holiday Book Fair, a Holiday Tea, Lego Club, Pokémon Club, Family Funktafest, Drag Queen Storytime, and other well-attended programs and events. Together with the six other Barnstable village libraries, the Library participated in the annual collaborative Summer Reading Program.
- Sturgis Library is grateful to its hardworking staff, Board of Trustees, volunteers, and most of all its library patrons and visitors, who support us throughout the year. The success of the Sturgis Library is due to the people who enter its doors – to visit, to sit and read, do research, check out library materials, attend events, or to share a part of themselves with us. Many, many thanks.



Fiscal Year 2020 Goals and Objectives

(All Goals relate to the nine areas of the Town Council's Quality of Life Strategic Plan- See Introduction Section)

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



Description of Services Provided

The library:

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.

- 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.

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

- 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 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, puzzles, ebooks, and music on CD. There is a circulating collection of books about Cape Cod and by Cape Cod authors, as well as a dynamic selection of materials for young adults and children. We also offer a lending "Library of Things" including a telescope, ukulele, knitting kits, outdoor games, learning toys for children, equipment, and other educational items for the public to borrow.

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

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

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

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

Summary of Sturgis Library Funding & Permanent Positions (FTE's) Request

Positions	Actual FY 2019	Proposed FY 2020
Full Time	4.1	4.1
Part Time	4.1	4.1
Total FTE's	8.2	8.2

FISCAL YEAR 2020 BUDGET

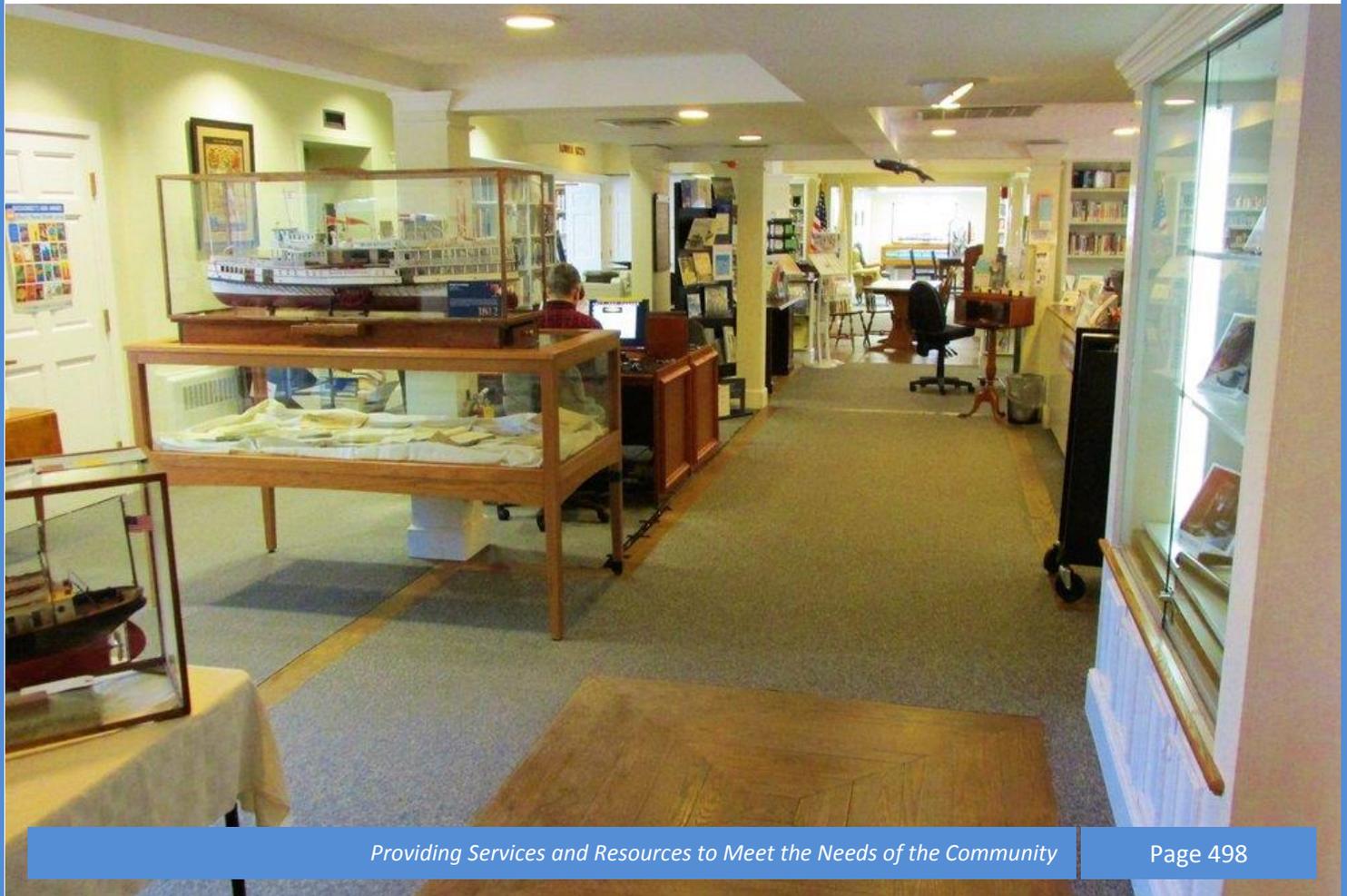
STURGIS LIBRARY

GENERAL FUND

Category	Actual FY 2018	Approved FY 2019	Proposed FY 2020
Library Funding	\$293,108	\$296,537	TBD
Town of Barnstable	\$245,460	\$251,280	TBD
Total	\$538,568	\$547,817	TBD

Performance/Workload Indicators

Workload Indicator	Actual FY 2018	Estimated FY 2019	Projected FY 2020
Circulation	65,672	70,000	71,000
Items in Collection (including downloadable materials)	71,785	80,000	82,000
Hours Open	2,100	2,100	2,100
Programs Offered	184	200	210
Volunteer Hours	1,100	1,100	1,200



Whelden Memorial Library

Purpose Statement

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



Recent Accomplishments

- Increased traffic by focusing on quality programming for adults, young adults, and children. Planned and hosted 265 programs that included educational presentations, lectures, author talks, a new 'Armchair Travel' series, family Movie Night, arts and crafts workshops, and yoga classes.
- The children's room has enjoyed an increase in the number of families who use the library. This year, we introduced family Movie Night and started a Lego Club that meets every Friday morning. In addition, weekly story time, arts and crafts, STEM events, gardening projects, cookie decorating classes, and occasional evening bedtime/pajama Storytime's were offered.
- Partnered with West Parish Family School to provide a Storytime program for pre-kindergarten students.
- Collaborated with the six other Barnstable libraries to participate in the Annual Statewide Summer Reading Program. It was a great success; many children enrolled in the program and enjoyed activities and prize incentives.
- Expanded our outreach to teens and preteens by creating a Youth Advisory Board. The purpose of this board is for the teens to meet monthly and come up with their own ideas for programming and fundraising events to benefit the library. Their participation helps promote the library to their peers and caregivers. They have enjoyed many activities, including arts and crafts, game nights, and potluck dinners.
- Continued to support patrons in need of homebound delivery services through our reorganized and enhanced delivery program.
- Designed and published a new upgraded website. The upgrade provides users with an intuitive design that is more user-friendly.

Additional Recent Accomplishments

- Expanded our social media and digital presence with Constant Contact and Facebook. Currently, 543 patrons receive email notifications about programs, critical fundraisers, and library closings.
- Offered one-on-one tutoring sessions to support the digital literacy goals of the community.
- Created a comprehensive materials collection budget to better meet the needs and preferences of all user groups and expand the range and depth of future acquisitions.
- Through the generosity of the Kirkman Trust Fund, the library was able to purchase a laser printer as well as to update its public computers and software.
- Utilized a plan to update and prioritize capital projects. Several building repairs and improvements were made this year, which included a new roof and an awning for the rear entrance of the building.
- The Board of Trustees and the Friends of the Whelden Memorial Library continued to sponsor essential fundraising events, such as the annual Christmas Boutique, Jewelry Sale, Book Sales, participation in the annual West Barnstable Village Festival, and the bottle and can recycling fundraiser that takes place at the Transfer Station. The funds raised through these efforts contributed critical financial support to the annual operating expenditures of the library.
- Judy Jacobson received the 2018 annual “Citizen of the Year” award from the Board of Trustees for her tireless dedication to both the library and the community.
- After many years of dedicated service, we said goodbye to longtime Board members Kate Mitchell, Hilary Sandler, Gerard Kivney, and Lynne Dowdall. New Trustees include Rusty Gage and Lillie Peterson-Wirtanen.

Fiscal Year 2020 Goals and Objectives

(All Goals relate to the nine areas of the Town Council’s Quality of Life Strategic Plan- See Introduction Section)

1. Examine our mission and create a new strategic plan for future development. **(SP: Finance, Communication)**
2. Analyze our fundraising efforts and explore new directions for funding sources. **(SP: Finance)**
3. Investigate new opportunities to build relationships and collaboration with other Village community organizations to enhance services within the community. **(SP: Communication, Education)**
4. Continue to prioritize capital improvements, such as repairing the exterior of the building, replacing flooring, purchasing storage shed, and rectifying an ongoing water drainage problem. **(SP: Finance, Infrastructure)**
5. Increase professional development opportunities for our staff and volunteers. **(SP: Communication, Education)**
6. Expand our services to older adults to support lifelong learning opportunities. **(SP: Communication, Education)**
7. Continue to revise and improve our homebound delivery program to provide a wider range of services. **(SP: Communication, Education, Finance)**
8. Continue to assess and expand our collection of large print books and audiobooks. **(SP: Communication, Education)**

Fiscal Year 2020 Goals and Objectives (Continued)

(All Goals relate to the nine areas of the Town Council's Quality of Life Strategic Plan- See Introduction Section)

9. Provide increased access to and preservation of the library's special collection of West Barnstable's history by digitizing the collection. **(SP: Communication, Education)**
10. Support digital literacy in the community by increasing programming in emerging technologies to adults, young adults, and children. **(SP: Communication, Education)**
11. Continue to develop thoughtful and engaging programs of interest for patrons of all ages. **(SP: Communication, Education)**
12. Continue to evaluate the library's entire collection to meet the evolving needs of all patrons and to ensure that diverse and marginalized perspectives are represented. **(SP: Communication, Education)**

Characteristics and Specializations

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

- The devoted staff of the Whelden Memorial Library continue to be our greatest asset. They are knowledgeable and eager to provide our patrons with exemplary and consistent service.
- The library maintains an extensive history of West Barnstable in a well-indexed archival collection. This index is also available online.
- Whelden Memorial Library has a full complement of Trustees and a supportive and dedicated Friends Group.
- The fundraising activities of the library are diverse; collective efforts include auctions, annual appeals, wine and food tastings, book and gift sales, raffles, and participation in the West Barnstable Village Festival.
- The Friends of the Whelden Memorial Library have an exceptionally well-organized bookstore that is open from April through November. The store is run by a group of dedicated volunteers, and the proceeds help support the library.
- Special collections include books and DVDs on beekeeping, veganism, health and wellness, cookbooks, travel, Cape Cod history, a revived collection of current large print books and audiobooks, and graphic novels for young adults and children. The library also has a growing collection of graphic novels for both children and young adults.

Description of Services Provided

Whelden Memorial Library serves the residents and visitors of West Barnstable, the Town of Barnstable, and Cape Cod. We are the hub of our community and center for village traditions.

- The library offers year-round meeting space for various groups and clubs, hosts events sponsored by other area organizations, and provides tutoring space for young and adult learners.
- The Youth Services Department is very active and offers weekly storytime, Lego Club, family Movie Night, and an array of educational and entertainment activities for all ages. The Youth Advisory Board meets monthly to create events and brainstorm possible fundraising activities.
- The library provides a comprehensive collection of print books, audiobooks, large print books, digital downloads, periodicals, music CDs, DVDs, and an expansive collection of materials for children and young adults.
- The library has one of the largest circulating collections of materials on beekeeping.
- The library offers access to many databases, including in-library access to Ancestry.com Library Edition and remote access to Heritage Quest genealogical databases.
- Special services include free internet and access to upgraded Wi-Fi access throughout the building, 3 internet-ready public access computers, and fax, scanning, and photocopying services.
- The library continues to increase our services to children, young adults, families, and older adults through a renewed commitment to programming and collection development.
- The library offers a wide range of volunteer opportunities for teens and adults.
- Whelden Memorial Library continues to offer homebound book delivery services to our patrons who would not otherwise receive services.

Summary of Whelden Memorial Library Funding & Permanent Positions (FTEs) Request

Expenditure Category	Actual FY 2018	Approved FY 2019	Proposed FY 2020
Library Funding	\$71,138	\$62,026	TBD
Town of Barnstable	\$112,857	\$116,854	TBD
Total	\$183,995	\$178,880	TBD

Positions	Actual FY 2019	Proposed FY 2020
Full Time	1.0	1.0
Part Time	1.75	1.75
Total FTE's	2.75	2.75

Performance/Workload Indicators

Workload Indicator	Actual FY 2018	Estimated FY 2019	Projected FY 2020
Circulation	49,620	50,000	50,500
Items in Collection (including downloadable materials)	80,486	82,000	85,000
Hours Open	1,594	1,604	1,604
Programs Offered	265	270	280
Volunteer Hours	1,430	1,450	1,450



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