



Brookfield Library Annual Report 2017 -2018

We've been productive!

- **Technology:** A Town capital appropriation of \$8,500 (down from \$10,000 prior year) allowed the library to continue to replace heavily-used staff and public computers. We use a rolling replacement strategy, replacing approximately one-third of our computers each year. We installed a large video display inside the library showing our daily programs at a glance. We replaced our aging server with a cloud-based model. We were the recipients of a free charging station (sponsored by a local dentist) which can charge several patron devices of all different types at once. We now lend Fitbits to patrons. We purchased 10 hotspots for portable wifi service through a library-friendly consortium called Tech Soup. The hotspots are now available to patrons for checking out and are in great demand! We also converted our museum pass reservation system to an online management system called Tixkeeper. This allows our patrons to reserve the passes online!
- **E-books:** We offer downloadable ebooks and audiobooks with **OverDrive** through Bibliomation, digital access to 70 downloadable magazine titles through **RB Digital**, and access to streaming music, audiobooks, movies, TV shows, and graphic novels with **hoopla**. Total digital checkouts for the year were 17,121, up from 13,000 the previous year, an almost 35% increase! E-services are on the rise!
- **Online Resources:** We subscribed to Ancestry.com, Consumer Reports Online, Dear Reader and Novelist (both reader's advisory info). The library continues to promote the use of iConn, the Connecticut Digital Library. All of our electronic resources can be accessed from home, work, or school except Ancestry.com (their restriction, not ours).
- **Memberships:** The library is a member of Bibliomation, a 74-member consortium that provides our online integrated library system. We are a member of the Connecticut Library Consortium, which negotiates substantial discounts and free shipping on books and other materials, provides continuing education for staff, and coordinates a performer's catalog. This year we saved \$29,966 through the use of negotiated contract and discounts from the CLC. We belong to the Brookfield Chamber of Commerce and participate in the Chamber's annual Best of Brookfield event. The library board is a member of the Association of Connecticut Library Boards. Various staff are members of the American Library Association, the Connecticut Library Association, and the Public Library Association. We also have numerous museum memberships which allow us to offer free or reduced admission museum passes to our patrons.
- **Staff Activities:** The Library Director is the liaison to the Brookfield Education Foundation, serves on the Board of Bibliomation and is a member of FLAG (Fairfield County Library Administrators Group) and HVLA (Hudson Valley Library Association). The library's Assistant Director serves as a member of the town's Safety Committee. Five staff members are Notaries Public.
- **Capital Projects:**

No capital improvements were made to the building this year in anticipation of building a new library.

- **Interior Renovations:** There were no interior renovations in the library.
- **Status of a New Library:** The referendum for a new library did not pass in February of 2018. The New Library Committee gained some additional, very enthusiastic members from the community and meets continually to investigate options for moving forward with a plan for a new or renovated library in the future.

Programs: We spent \$10,452 on programs in FY17-18. 13,707 people attended those programs. That's 76¢ per person for programs. Very efficient!

- **Films:** The library shows two to four **free** films for adults and families each month, utilizing two public performance licenses. We again showed Oscar contenders this year, as well as new releases. Movies for teens and children, as well as for adults, are scheduled each month. We showed 27 adult films attended by 1,086 people.
- **Programs for adults:** We offered a total of 256 programs for adults, with attendance for the year of 3,829 people! Programs:

Parlons Francais Let's speak French
AARP Safe Driver Course
Active Aggressor Training
Author Visit: Chris Kukk
A Battleship Named Connecticut
Celebrate Women's History Month
Color Your World – Adult coloring
Cutting the Cord: How to end the high cost of cable
Dream Sharing
Earring Making Workshop
Facilitating, Plain and Simple
Giggling Pig: Adult Painting
Great Orange Apes
Homefront: A Memoir from WWII
One Town, One Read! My Dear Hamilton
Income Planning for Retirement

Learn Television Production
Medicare Planning and Probate
Passport Program
Patio Pots
Red Cross Blood Drive
Reptiles and Raptors
Rise and Fall of the Opioid Epidemic
Rock Painting for Adults
Saving with Coupons
Small Business Saturday
Socrates Café: A forum for discussion
SCORE Business Workshop Series
Thru-Hiking the Appalachian Trail
Vanishing of Our Bees!

- **Book Groups:** We offer four different monthly book groups: fiction, mystery, nonfiction, and an evening group that reads a variety of genres. In addition to our own book groups, we also obtain books through the statewide lending service for several other book groups in town.
- **Friends of The Brookfield Library:** The Friends hold their annual book sale at Center Elementary School in July. The Friends set up a table at the Brookfield Farmers Market to sell books throughout the summer. The Friends also run a mini-book sale in November, perfect for inexpensive holiday gift giving! All of the funds raised by the Friends at the book sale and through annual memberships are used to support programs and services the library could not otherwise afford.
- **Teen Programs:** We offered a variety of teen programs, both as part of our summer reading program and during the year. Ongoing and one-time programs included: Rock Painting, Trivia Takedown, Cookie Wars, Candy, Cartoons, Crafts, Bring Your Own Book Club, Game On!, Paint Night, Random Fandom, Margin Project, Costume Party, Tie-Dye, Escape Rooms, Life Size Clue, and Teen Advisory Board.

- **Children’s Programs:** We offer storytimes for children as young as six months. In addition to these ongoing storytimes, we offer special programs throughout the year. Our summer reading program registration and tracking is now online. The theme for 2018 Summer Reading was Libraries Rock! Programs included: Summer Volunteer Orientation and Ice Cream Party, The Brookfield Builders (Lego) Club, Write On! Journaling Group, Improv Club, Bedtime Stories, Crafternoons, Family Mini Golf, Family Fort Building, Paper Circuit Class, Mo Willems Celebration, Hour of Code, No Bake Treats, Doughnuts for Dads, Storytime Yoga, Fun with Rhythm, Start with the Arts, Annual Halloween Costume Party and Parade, Science Explorers (STEM-based book and activity club for ages 4 through grade 2), Therapy Dog, Take Your Child to the Library Day, and several Kids’ Afternoons @ the Movies, and a live Llama at the Library!
- **Concerts:** We held seven high quality music concerts this year, ranging from big band to classical to jazz. One concert was cancelled due to the storm in May. We encourage donations at our concerts, and were able to fund our August Annual Jazz Party with those donations. 2017-18 concerts included: Quintessential Brass, Ben Sher Trio, Carnaby Street Band, Nikki Parrot, Deming String Quartet, and Goza Latin Jazz. There were 571 attendees in total.
- **Makerspace Classes:** 37 classes were held, 184 people attended.

Embroidery Classes – adults	T-shirt Quilt Class
Sewing Classes	Sewing classes – fabric baskets
Television Production Classes	Sewing classes – pillows, tote bags
Quilting Classes	Sewing classes – clutch bag
Microwave bowl cozies	Refrigerator magnets
Family Art Night	
Valentine Cup Workshop	
3D printing classes	
- **Computer Training Classes:** Using our laptop computer training lab previously funded by the Brookfield Education Foundation, 365 people took part in 76 classes:

Excel – intro & intermediate	Using our downloadable services
PowerPoint	Google Photos
Getting Started with Facebook	Digital Photo Editing
Intro to eBay	Phishing and ID theft
Intro to Windows 10	Coding club/Hour of Code
Intro to iPhone	Online security & privacy
Microsoft Word Online	Skype Classes
Google Apps – Drive, Calendar, Maps	Paper Circuits

Other

- **PR** – Library staff again had a booth at the Chamber of Commerce’s Best of Brookfield event. The library has an active Facebook page, and uses Twitter, Instagram, Snapchat and Pinterest to publicize activities, in addition to the constantly-updated website.
- **Partnership with Brookfield Public Schools:**
 1. All students at Huckleberry Hill Elementary School participated in our summer reading program this year.
 2. All freshman students at Brookfield High School received a public library card and our librarians visited all freshman classes to talk about the public library services available to students.
 3. The Library Director met with BHS school administrators to coordinate better community service opportunities for students.

Library Staff		Library Board	
Director	Yvonne Cech	Chairman	Betsy McIlvaine
Assistant Director	Katherine Van Leeuwen	Vice Chairman	John Voris
Children's Librarian	Mary Proudfoot	Treasurer	Cathy Lasser
Head of IT Services Librarian	Jennifer Doyon	Secretary	Maizie Jaffe
Children/Teen Program Assistant	Debbie Brooks		John Barbosa
Circulation Supervisor	George Grumman		Christina Cumberton
Reference Librarian	Elizabeth Oedel		Mary Cappiello
Checkout Desk Staff	Sharon Santi		Jessely Pineda
	Karen Murcott		Ilga Parris
	Stacey Nunes-Ranchy		
	Ruth Quattro		
Technical Services Assistant	Sara Dyckman		
Administrative Assistant	Dawn Cioffi		
Home Delivery Services	Lynn Harrison		
Shelvers	Emily Lauri		
	Ruth Quattro		
	Michele Vettorino		

The Numbers:

Total collection at 6/30/18	63,133
Items added	4,842
Items deleted	5,820
Total Items borrowed	130,377
E-books downloaded	10,041
Audiobooks downloaded	5,028
Zinio magazines downloaded	1,219
hoopla digital checkouts	4,004
Registered borrowers	8,946
Visits to the library	101,499
Reference questions	3,609

Program attendance

Adult	3,851
Children and Teens	8,329
	12,180

Computers and electronic resources:

Consumer Reports searches	694
Email newsletter subscribers	3,536
Ancestry.com searches	1,864
Library computer users	5,770
Computer sessions	9,990
Computer minutes used	570,941
Website hits	102,699
Interlibrary loans borrowed for our patrons	5,439
Interlibrary loans sent to other libraries	1,507

Yvonne Cech,

Library Director 1/11/18