



Brookfield Library Annual Report 2018 -2019

We've been effective!

- **Technology:** The library continues to replace heavily-used staff and public computers on a rolling schedule. We also try to project the technology needs of the public and plan so that we can provide access to that technology. Due to the high demand of our hot spot lending program, we added 5 additional hot spots. All 15 are nearly always in use. They provide portable wifi service and are lent directly to local residents for temporary internet access. We also added some additional sewing and embroidery machines, also based on high demand. With the increased popularity of hands-on Makerspace type of programs, we also invested in equipment for button making, laminating and we purchased a new Cricut die-cutting machine. We use of all of this equipment regularly through the programs we offer and by direct lending to the public.
- **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 18,225, a 6% increase over the previous year! E-services are on the rise!
- **Online Resources:** We subscribe to Ancestry.com and Consumer Reports Online and they are available to all patrons. We also subscribe to Dear Reader and Novelist. If you don't know what to read next or are looking for high quality information on a book, use either of these subscriptions and you'll be amazed at what you will uncover! Patrons used these services for more than 28,000 searches in the last year! 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), using your Brookfield Library card.
- **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 to keep abreast of best practices. 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 passes to our patrons.
- **Staff Activities:** The Library Director is the liaison to the Brookfield Education Foundation and the Center School Use Ad Hoc Committee. She 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:** In June, the Library Board of Trustees invested in some much needed updating of new shelving and seating in the children and teen areas of the library. We were careful to select only items that could transfer to a new location if one becomes available in the future. Stop in and see the changes if you haven't already! We know you'll love them!
- **Status of a New Library:**
 1. The Board of Selectmen included a new library as one of the important civic projects in the 2017 10-year capital plan.
https://www.brookfieldct.gov/sites/brookfieldct/files/uploads/capital_plan_2-17.pdf A location for the building is still to be determined.
 2. There is a New Library Committee which meets periodically to discuss options for a new library. This is a subcommittee of the Library Board of Trustees. Both the Library Board and the New Library Committee hold public meetings. Check the library website: <https://www.brookfieldlibrary.org/about-us/library-board-of-trustees/> for dates and times, usually the 4th Wednesday of the month at 7:30 pm at the library.
 3. The Board of Selectmen appointed an Ad-Hoc Committee in August 2019 to determine possible future uses for Center School. A library is one of the options being considered. Check the town website for information: <https://www.brookfieldct.gov/center-school-use-ad-hoc-committee>
 4. To talk with someone about the status of a new library:
 - a. Email the Chairperson of the New Library Committee, Christina Cumberton christinacumbertonlibrary@gmail.com
 - b. Or call the library (203) 775-6241 to speak with Library Director, Yvonne Cech

Programs: We spent \$14,097 on programs in FY18-19. 13,924 people attended those programs. That's about \$1. 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 23 adult films attended by 1,076 people.
- **Programs for adults:** We offered a total of 290 programs for adults, with attendance for the year of 4,435 people! Here is a partial list of our exciting programs:

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| Book Clubs | Calligraphy Workshop |
| Ipad Classes | Red Cross Blood Drive |
| Sewing & Embroidery Classes | Art Gallery |
| Parlons Francais Let's speak French | Intro to eBay |
| AARP Safe Driver Course | Bears and Birdfeeding |
| 3D Printer Classes | Google Photo Class |
| Pathway to Employment | Afternoon Tea with the Authors |
| Color Your World – Adult coloring | After the Storm – Tree Recovery |
| Earring Making Workshop | Income Planning for Retirement |
| One Town, One Read! Inheritance | Learn Television Production |
| Your Sensational Shift | Medicare Planning and Probate |
| Tax Reform: What You Need to Know | Holiday Boutique |
| Documentary: 3 Seconds Behind the Wheel | Tile Painting |
| Powerpoint Classes | Socrates Café: A forum for discussion |
| Bobcats Return to CT | SCORE Business Workshop Series |
| Natural Treatment for Celiac Disease | Meditation Classes |
| Password Management Class | Paint Night |
| Possibilities of a Gap year | Concerts! |
| Learn Google Drive | Fashion in Fiction |

- **Book Groups:** We offer six different monthly book groups: fiction, mystery, nonfiction, an evening group that reads a variety of genres, Compassion Book Club with Chris Kukk and a new Teen Book Club! In addition to our own book groups, we also obtain books through the statewide lending service for several other local book groups in Brookfield.
- **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! The funds raised by the Friends at the book sale and through annual memberships go 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, including: Snack Basics with Food Explorers, Finals Café (late night study program), Inklings (teen writing group), Movie Night, Wild & Wacky Games, Splatter Paint, Harmonica Workshop, Interactive Wizard of Oz Movie Showing, Oreo Taste Test Challenge, Game On Mario Kart 8, Haunted Halloween Gingerbread Houses, Teen Paint Night, Teen Advisory Board and so much more!
- **Children’s Programs:** We offer storytimes for children as young as six months. In addition to these ongoing, regularly scheduled storytimes, we offer special programs throughout the year. Our summer reading program is very strong. It is this program that helps keep students on track with their reading skill level. It’s very important to continue to read during the summer months. The theme for 2019 Summer Reading was “A Universe of Stories”. Children’s programs this past year included: Summer Volunteer Orientation and Ice Cream Party, The Brookfield Builders (Lego) Club, Write On! Journaling Group, Bedtime Stories, Crafternoons, Doughnuts for Dads, Storytime Yoga, Annual Halloween Costume Party and Parade, Science Explorers (STEM-based book and activity club for ages 4 through grade 2), Read to a Therapy Dog, Pollinators, Science Fun with Everwonder Museum, Author Visit, Movies, Harmonica Workshop, Valentine Crafts, Nappy’s Puppet Sing-Along, Reader’s Theater Workshop, 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. We encourage donations at our concerts, and were able to fund our August Annual Jazz Party with those donations. 2018-19 concerts included: Tony Lombardozi Jazz Trio, Brian Torff New Duke Jazz Ensemble, Sherman Chamber Ensemble, From Ella to Aretha, All Brazilian Quartet and others! There were 668 attendees in total.
- **Home Delivery:** For anyone who is unable to get to the library due to a medical condition or a mobility challenge, we offer a once-a-month home delivery of reading material. Lynn Harrison on our staff will meet with you to discover your preferences and will make a periodic trip to your home.
- **Makerspace Classes:** 58 classes were held, 240 people attended. Patrons learned to make and do many useful things from making fabric tote bags to learning how to make a television production!
- **Computer Training Classes:** Using our laptop computer training lab previously funded by the Brookfield Education Foundation, 220 people took part in 48 classes:

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| 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 table at the Chamber of Commerce’s Best of Brookfield event. The library has an active Facebook page, uses Twitter and Instagram to publicize activities, and constantly updates the library website.
- **Partnership with Brookfield Public Schools:**
 1. 703 students participated in our summer reading program this year, a 40% increase over last 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 digital and traditional library services available to students.
 3. The library held Finals Cafes, which meant we stayed open late evenings to support students studying for exams.

| Library Staff | | Library Board | |
|-------------------------------|-----------------------|---------------|---------------------|
| Director | Yvonne Cech | Chairman | Betsy McIlvaine |
| Assistant Director | Katherine Van Leeuwen | Vice Chairman | John Voris |
| Head of IT Services Librarian | Jennifer Doyon | Treasurer | Cathy Lasser |
| Head of Children’s Services | Debbie Brooks | Secretary | Maizie Jaffe |
| Children’s Librarian | Meg Gill | | Alice Carolan |
| Reference Librarian | Elizabeth Oedel | | Christina Cumberton |
| Circulation Supervisor | George Grumman | | Mary Cappiello |
| Checkout Desk Staff | Sharon Santi | | Jessely Pineda |
| | Karen Murcott | | Ilga Parris |
| | Stacey Nunes-Ranchy | | |
| | Ruth Quattro | | |
| | Elliot Lessing | | |
| Technical Services Assistant | Stacey Nunes-Ranchy | | |
| Administrative Assistant | Dawn Cioffi | | |
| Home Delivery Services | Lynn Harrison | | |
| Shelvers | Clair Sebastian | | |
| | Ruth Quattro | | |
| | Michele Vettorino | | |

The Numbers:

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| Total collection at 6/30/18 | 60,218 |
| Items added | 4,960 |
| Items deleted | 8,853 |
| Total Items borrowed | 131,734 |
| E-books downloaded | 8,360 |
| Audiobooks downloaded | 5,715 |
| Zinio magazines downloaded | 2,288 |
| hoopla digital checkouts | 6,680 |
| Registered borrowers | 8,544 |
| Visits to the library | 100,553 |
| Reference questions | 3,590 |

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| Program attendance | |
| Adult | 4,435 |
| Children and Teens | 9,489 |
| | 13,924 |

Computers and electronic resources:

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|---|----------------|
| Consumer Reports searches | 620 |
| Email newsletter subscribers | 3,525 |
| Ancestry.com searches | 922 |
| Library computer users | 4,957 |
| Computer sessions | 8,198 |
| Computer minutes used | 379,075 |
| Website hits | 105,624 |
| Interlibrary loans borrowed for our patrons | 5,754 |
| Interlibrary loans sent to other libraries | 3,813 |

Yvonne Cech,
Library Director 10/30/19

