

Maureen Belden-President Catherine Dinauer-Vice-President Dotty Weston-Murphy— Treasurer Wendy Bluemling-Secretary Susan Gibbons Alexandra Gross Paul Hermes Cheryl Monaco Chris Towne -- FOL Representative Jennifer Wood Carl Zimmer

# **Library Staff**

Robert McCoole, Library Director

Angelina Carnevale, Associate Librarian & Head Children's Librarian

Lauretta Lyons, Associate Librarian & Head of Reference

Sara Martone, Teen Librarian & Senior Reference Librarian

Danielle Eadevito, Adult Services Supervisory Librarian, Head of Technical Services & Historical Room Specialist

Lisa Coady, Adult Services Librarian Tim Smith, Adult Services Librarian Melissa Tullo, Children's Librarian Judy Haggarty, Head of Circulation Jennifer Beckwith, Part-time Children's Librarian Pamela Knowles. Part-time Senior Reference Librarian Tracy Tomaselli, Library Assistant & Historical Room Specialist

Part-time Library Assistants

Judy Wright

Suzanne Owen

Tracy Rooney

**Noelle Winters** 

Kim Jackman

Reilly Love

Mary Jo Helchowski Colleen Reichard

Janyce Siress, Administrative Assistant

Library usage returned to pre-pandemic levels over the last year as visits gradually increased to over 12,000 per month in June of 2022, programs were increasingly in person, and circulation was 268,194, the highest since 2018-19.

Much of the activity taking place looked just like the world before the spring of 2020 with crowded outdoor concerts, lectures, book talks, film screenings, story times, crafts and much more happening in person. Use of public computers, wireless access, study-room reservations all increased to nearly pre-pandemic levels. Some modifications lingered as we continued to offer Zoom programs, outdoor seating was expanded, outdoor story time became a regular offering, and nearly 25% or the Library's circulation continued be digital. The Library of Things continued to expand with the addition of outdoor games, board games, more musical instruments, and updated technology offerings including wireless hotspots, tablets, and e-readers to name a few.

Our ability to evolve and continue to serve the public both in person and digitally is thanks to our many partnerships and supporters. Most importantly, Guilford Library Association members and the Friends of the Library provided extraordinary levels of support this year. Thank you!

The Library welcomed Mary Jo Helchowski and Reilly Love to the staff filling positions which had been left vacant during the pandemic. We bid a fond farewell with gratitude to outgoing board members Maureen Belden, Catherine Dinauer, Wendy Bluemling, and Susan Gibbons.

Robert A. McCoole

Library Director

Maureen Belden

President

Rof Mr. Cool

Ma Rus

2021-2022 presented unique challenges for the library as well as a few new opportunities. The year began with many pandemic restrictions still in place and the Children's room was especially cautious as vaccines were not available for our youngest patrons until later in the year.

The summer reading game had a little over 100 total participants, higher than last year but still lower than prepandemic levels. Students reported reading 32,134 minutes, pre-readers listened to 88 books, and total circulation of children's materials for the summer was 30,377 (not including a substantial portion of the Library's digital circulation). Those that participated reported great satisfaction with the program and thoroughly enjoyed the 581 total activities they completed in the online program. The CT State Library added a patron satisfaction survey to the statistics gathered for summer reading this year, and all of our respondents said they felt welcome at the library and enjoyed participating in our activities offered over the summer, with most also saying that they learned something new.

Children's programs this year were a mix of in-person and virtual. Our virtual offerings included hands-on STEM activities, several different storytimes and craft programs, music, Minecraft, and storytelling. Our in-person programs included Sunshine Storytime (by far our most popular program), Nutmeg Book Club, Babytime, Storytime with Mimi, Butterfly Gardening Club, participating in the town's Halloween Spooktacular and National Night Out events, many take-home craft kits and drop-in crafts at the library, a magic show and lesson, the return of Weekend Wildlife and other animal programs, Turtle Crossing Signs, and the Lana Ferguson Literary Festival.

The Lana Ferguson Literary Festival was held on the town green this year with over 150 people coming out to meet best-selling author of the *Fancy Nancy* series, Jane O'Connor. Jane had moved to the shoreline recently and brought one of her grandchildren to our Sunshine Storytime and they loved it so much that Jane decided to volunteer to do a reading/signing of her book for us. Since she was so kind as to waive her author's fee, we were able to use LFLF funds to purchase a new hardcover *Fancy Nancy* book for every child who came to the program. Kids loved meeting the author of their favorite series, getting a free book signed by her, and dressing up all fancy for the event. Jane also led the children in fun and fancy activities, and everyone had a blast.

Many shared toys have returned to the preschool play area, in addition to the always popular train table. People enjoy coming to the library to hang out once more and meet other families.

The children's library started a new publicity initiative called "Kit of the Week", where we highlighted a different one of our learning kits via our email list, physical flyers at the library, and social media. Patrons appreciated the "You may also like" suggestions, and often left with a different kit in hand if the one they came for was already checked out. General kit circulation has increased dramatically, even with kits that were not featured, as more people became aware of our offerings through this publicity campaign.

Two children's staff members completed the Set the Stage pilot program offered by the CT State library, developed with the assistance of GFL, to promote ongoing early childhood services in libraries. Our head children's librarian was asked to lead several classes for the next cohort of the Set the Stage program. Melissa Tullo and I presented at CLA's annual conference on a panel with other librarians on how to successfully curate and circulate a Library of Things.

The combination of in-person & virtual programs and expanded digital & physical collections continue to serve the children and families of our town and wider community. The Guilford Free Library continued to meet our patrons' needs during the ongoing pandemic and will continue to adapt and innovate into the future.

Angelina Carnevale

Associate Librarian, Head of Children's

Historical Room librarian Danielle Eadevito and Historical Room Specialist Tracy Tomaselli assisted patrons both in-person and remotely with research inquiries in addition to working on various historical room projects. Specifically, Tracy Tomaselli worked on the following:

- Historic research on 40 Guilford homes and properties.
- Conducted research on 50 genealogical requests.
- Assisted Guilford High School students Andrew Shosho and Ethan Wexler with their monthly history articles for Guilford Courier's "100 Years Ago" series.
- Conducted research on Guilford points of interest; Guilford parks, Grass Island, Guilford Lakes Golf Course, Mulberry Point, Faulkner's Island, and Chaffinch Island.
- Provided patrons with scanned copies of newspaper articles from the Shore Line Times.
- Scanned and sent photocopies of items in the Historical Room as part of responses to patron inquiries.
- Identification of new acquisitions (donated items).
- Two Ancestry tutorial classes were offered to patrons via Zoom.
- Scanned and cataloged items in the Historical Room to preserve the information digitally.
- Assisted The Friends of the Willoughby Wallace Library in Branford with "From Stony Creek to Guilford Explorations Inspired by the Carleton Granbery Map;" an exhibit about the history of the land and waters
  between Stony Creek and the Branford/Guilford town line.
- Assisted the Witness Stones project; provided primary source documentation, input on proper wording for the plaques, etc.
- Gave a tour to the Children of the American Revolution (with Joel Helander) to the West Woods cave where residents hid during the 1781 British invasion.

Many other local history topics were researched for patrons. Several included providing information on miscellaneous topics such as; growing & harvesting salt hay, tombstones (history of certain ones), shipwrecks, legends, ghost stories, military information, sawmills, The Gables retirement community, local businesses, sports, individual athletes, road histories, Native American Indians, slavery, early furniture/cabinetry, systemic racism, trolley history, hotels, telephones, lanterns on the Green, sidewalks, Guilford Fair, and Almshouse.

Danielle Eadevito Adult Supervisory Librarian Historical Room Specialist

Tracy Tomaselli Library Assistant Historical Room Specialist Teen Services was excited to be back to having mostly all in-person programs for the entire year after a long hiatus due to the pandemic. We welcomed back in-person crafts, painting and cooking classes, including Food Explorers. Food Explorers offers two-hour long cooking and baking classes for tweens and teens where they learn two different recipes with a professional instructor.

Partnering with local schools and students is something we try to do every year. This past year, we had the Giving Bach Ensemble from Daniel Hand High School perform at the library. The Community Feminist Alliance, run by Guilford High School students, continued using our space to meet. We also had local Guilford High School student Jerry Li teach a 4-week long algebra refresher course before the school year. Additionally, Guilford High School student Matthew Kotzbauer taught an Intro to Competitive Programming course that ran from the fall into the spring.

We had a significant increase in the number of teens wanting to volunteer at the library this past year. We also continually get requests for technology help from older patrons. We started offering Tech Help with Teens on Wednesdays from 6 to 7 pm and Thursdays from 5 to 6 pm. Tech assistance is a core service of our library and this program has been a great addition.

Teen Services offered a variety of gaming events this year, including partnering with Scranton Memorial Library to host a Super Mario Smash Bros. tournament. The event came in the fall, following a successful Nintendo-themed summer reading game that had 50 teens signed up for it. Guilford took the victory and won the prized trophy which gets to be housed in the library until the next tournament. We invited the company who facilitated the tournament to our library for an open gameplay event, which was funded by a grant from the Guilford Foundation's Youth Advisory Group.

Teen Services continued to offer virtual college prep programs. Gilbert Guo from College Matters in Madison, CT presented on the college admissions process. Additionally, the library hosted more virtual practice SAT and ACT exams.

We ended June on a high note with the return of the Harry Potter-themed Hogwarts House summer reading game. The kickoff event was a library-wide Harry Potter scavenger hunt with many tweens and teens in attendance. The event was successful and exuded the same kind of energy and normalcy that we had pre-pandemic.

The teen librarian continued duties as the Chair Elect for the Connecticut Library Association's LGBTQ+ section as well as the purchaser for the LION libraries digital young adult collection.

Teen Services continues to offer programs for tweens and teens that promote togetherness, learning, technology, and life skills. We strive to showcase the library as a place of community where all teens can feel welcome and invited to pursue all their different individual interests. The department also aims to support the teens in the Guilford community by harnessing their enthusiasm and ambition and helping them to achieve both their educational and recreational goals.

Sara Martone Teen Librarian As pandemic restrictions gradually eased in 2021-22, the Friends of the Library held three highly successful fundraising sales. Despite the limitations of space and the reduced number of books and other items for sale, the Holiday, Spring and Fall Sales were very well attended by enthusiastic shoppers. The total proceeds of approximately \$60,000 nearly equaled pre-pandemic totals.

The Friends' financial support from membership dues and the three sales, helped provide an array of programs for library patrons of all ages. The Friends also helped fund the purchase of new books, periodicals, equipment and technology as well as the library's wide selection of digital subscriptions. Lastly, the Friends helped expand the Library of Things, an innovative service that allows patrons to borrow objects as diverse as sewing machines, ereaders, iPads and musical instruments as if they were books. The Friends also paid for new shelving. In the Children's room a lovely turtle shaped shelf was custom made to house more board books and upstairs shelving was added to the Reference area to help store the growing Library of Things collection.

We would like to thank the 800 members of the Friends of the Library for their continuing support. From our generous annual donors to those volunteers who work all year to prepare for the book sales and run the growing online sales effort, their collective contributions are evident in all the library provides.

The Friends' success is due in large part to the support and cooperation of the library staff for whom we are most grateful and appreciative. We would also like to thank Rob McCoole who, as the library director, is always ready to help, offer suggestions and facilitate our efforts in so many ways.

The joint efforts of the Friends and library staff have helped make the Guilford Free Library a vibrant and welcoming center for the culltural life of our community.

Martha Gamerman

Martha Gamerman

President

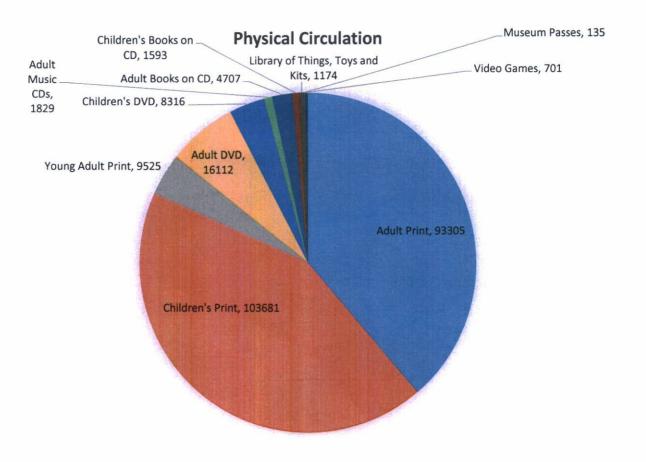
# STATISTICAL REPORT

DAYS OPEN	330	MEETINGS AND PROGRAMS	<u>#</u>	<u>Attendance</u>
<b>GUILFORD LIBRARY CARD HOLDERS</b>	14,265	Library sponsored or related	560	7,884
NEW BORROWERS REGISTERED	877	Community groups/individuals	1,318	4,139
Adults - 626 Children - 251				
		REFERENCE INQUIRIES		15,135
CIRCULATION	268,589			
Adult Materials	107,353	OTHER SERVICES		
Children's materials	102,217	Notary service		91
Downloadable/digital circulation	59,019	3-D print jobs completed		68
COLLECTION	112,822	Homebound delivery serivce		144
Books & Periodicals	94,760	Uses of the Historical Room for Research	í	410
DVDs	6,146			
Books on CD and Music CDs	6,425	Website visits		118,054
Toys, Kits, games and other objects	406	Public Computer Use (Library owned)		9,043
		Wireless Users		73,463
Volunteer hours (not including the Friends)	631			

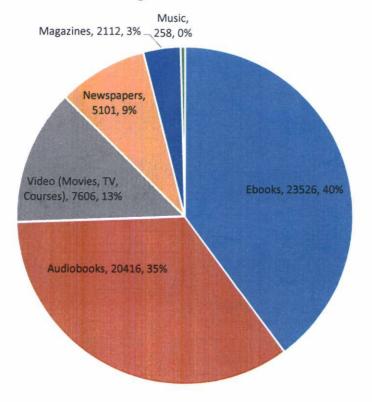
Circulation of physical items increased by 19.4% and 22% of overall circulation was digital.

Children's Picture
Books were the
highest circulating
item type with
34,854 checkouts.

The Circulation total includes toys, ereaders, chromebooks, museum passes, video games, a projector and screen, books in braille, board games, lawn games, musical instruments, VR headsets, robotics kits, wireless hotspots, iPads, a sewing machine, a karaoke machine, a microscope and a telescope.



# **Digital Circulation**



### Digital offerings include: Overdrive(ebooks, audiobooks, magazines) Hoopla (ebooks, audiobooks, movies, TV, music) Kanopy (movies) **New York Times** Wall Street Journal PressReader (international newspapers) Newsbank (domestic newspapers)

# Annual Financial Report for 7/1/21-6/30/22

### General Operating Fund – Guilford Savings Bank

Balance on hand 6/30/21

balance on hand 0/30/21	Ψ023.93		
Receipts:		<u>Disbursements</u>	
Association Dues	26,461.13	Books/Materials	51,397.11
Fines/Copier	8,083.05	Electronic Materials	40,690.21
State of Connecticut	9,503.00	Supplies	23,887.75
Spencer Estate*	32,500.00	Maintenance/	
Invested Funds/Interest**	47,648.00	Tech Support	117,118.58
Funds Ext. Admin*	3,200.00	Utilities	74,197.87
Town of Guilford - M/O	162,530.00	Telephone	1,215.95
Town of Guilford – Books	5,000.00	Insurance	15,890.00
Town of Guilford – Electronic Materials	20,000.00	Postage	1,851.86
Town of Guilford - Tech Support	14,700.00	Staff Development	1,851.80
		Programming	2,000.00
Total Receipts	\$329,625.18	<b>Total Disbursements</b>	\$330,101.13
	1.11		

\$150.00

\$625.95

Balance on hand 6/30/22

#### II. Special Gifts Account - Guilford Savings Band

Balance on hand 6/30/20 \$98,527.19

Receipts \$114,026.04

Disbursements \$133,277.80

Balance on hand 6/30/21 \$79,275.43

### III. Guilford Library Association, Inc. Investment Portfolio - GSB Wealth Management

This account was opened December 21, 2000 by vote of the Guilford Library Association Board. Endowment funds overseen by the Guilford Library Association Board of Directors are contained here. Interest and/or dividends are transferred as needed to line in the library's Operating Budget.

#### IV. Guilford Library Association - Kyburg/Nettleton Account - GSB Wealth Management

This account was established in December 2014 after the GLA Board decided that a separate account be established after receiving an unrestricted gift from the Estate of Elizabeth Kyburg, a long time Guilford resident and library supporter. On an annual basis, interest may be transferred to the Special Gifts Account to be used for library programs and materials that benefit Guilford citizens.

#### V. Guilford Library Association - Ferguson Fund - GSB Wealth Management

This account was established in January 2016 with an initial gift of \$250,000 from the Ferguson family to honor Lana Ferguson. Interest will be used for children's programming per the wishes of the Ferguson family. The GLA Board of Directors has sole management discretion over the investments.

#### VI. Town of Guilford

Account #1-5660-Library Full & Part-time salaries

Library salaries paid 7/1/21 - 6/30/22

\$854,591.99

Dotty Weston-Murphy, Treasurer

Guilford Library Association

<sup>\*</sup>Funds restricted to purchase of books and so used.

<sup>\*\*</sup>Part of these funds restricted to purchase of books and so used.