The Board of Trustees and Its Officers  
December 31, 2006

Russell Carrier, *President*  
Scott Morin, *Treasurer*
Mary Harding, *Vice President*  
Elizabeth Barone, *Secretary*
David Bloomberg
Bonnie Burnham
Peter Rowe

FORBES LIBRARY  
TRUSTEES BY APPOINTMENT OF THE PROBATE

George W. Hubbard  Apr. 1881 – Apr 1888
Oscar Edwards  Apr. 1881 – Oct. 1894
William M. Gaylord  June 1881 – Oct. 1894

TRUSTEES BY ELECTION

George W. Hubbard  May 1884 – May 1887
Oscar Edwards  May 1884 – May 1886
William M. Gaylord  May 1888 – Oct. 1894
Christopher Clarke  May 1886 – May 1889
John L. Otis  May 1887 – May 1890
Oscar Edwards  May 1889 – May 1895
Arthur G. Hill  May 1890 – May 1893
George H. Ray  May 1893 – Nov. 1903
Arthur Watson  Dec 1893 – Aug 1922
James R. Trumbull  May 1895 – May 1898
Haynes H. Chilson  May 1898 – Dec 1935
Samuel W. Lee  May 1905 – June 1924
Henry P. Field  Dec 1922 – Sept 1937
Anna Gertrude Brewster  Dec 1924 – Dec 1957
Homer C. Bliss  Jan 1936 – Dec 1939
Walter L. Stevens  Jan 1938 – Dec 1960
Frederick W. Plummer  Jan 1940 – May 1945
John E. Boland  Jan 1946 – Oct 1950
Richard C. Garvey  Jan 1952 – Dec 1957
John M. Buteau  Jan 1958 – Dec 1971
John F. Murphy, Jr.  Jan 1958 – Dec 1977
Kenneth G. Olson  Jan 1962 – Oct 1963
Katherine M. Finn  Jan 1978 – Dec 1984
Russell W. Carrier  Jan 1982 –
Kerinan J. Murphy  Jan 1984 – Dec 1987
Janet M. Hemminger  Jan 1984 – Dec 1995
Patricia B. Keating      Jan 1986 – Dec 1995
David Shearer      Jan 1986 – Dec 1997
Stephen Callahan      Jan 1988 – Dec 2003
John Detmold      Jan 1996 – Dec 1999
Allison Lockwood      Jan 1996 – Apr 2004
Richard C. Garvey      Jan 2000 – Apr. 2004
Mary J. Harding      Jan 2002 --
David Bloomberg      Jan 2004 – Dec 2006
Bonnie M. Burnham      Jan 2005
Peter N. Rowe      Jan 2005

SECRETARIES
Samuel W. Lee      1894 – 1905
Charles H. Chase      1905 – 1938
Walter E. Denny      1938 – 1939
Joseph Warner, Jr.      1939 – 1947
Dwight W. Lee      1947 – 1961
Lawrence E. Kelley      1962 – 1965
James K. McDonald      1965 – 1985
Norma Roche       1986 – 2004
Elizabeth Barone      2004 --

TREASURERS
Frederick A. Macomber      1894 – 1920
Ralph E. Boynton      1920 – 1922
Edwin K. Abbott      1922 – 1929
Robert J. Miller      1930 – 1965
Lawrence E. Kelley      1966 – 1984
Edward A. Morin      1980 – 2000
Scott A. Morin      2001 --

LIBRARY DIRECTORS
Charles A. Cutter      1894-1903
William P. Cutter      1904-1911
Joseph Lo Harrison      1912-1950
Lawrence E. Wikander      1950-1958
Oliver R. Hayes      1968-1973
James F. Hazel      1974-1977
Stanley Greenberg      1977-1978
Blaise Bisaillon      1979-2004
Janet Moulding      2004-
STAFF as of 1/1/06

FULL TIME
Janet Moulding  Director
Lisa Downing  Assistant Director
Jo Ann Petcen  Administrative Assistant
Linda Knaack  Head of Reference Department
Faith Kaufmann  Head of Arts & Music
Judith McGowan  Head of Children's Department
Paula Elliott  Head of Technical Services
Kathryn Mizula  Technical Services
Jason Myers  Maintenance Supervisor
Jason Petcen  Library Technician/Projects Manager
Elizabeth Maguire  InterLibrary Loan Librarian
Brian Tabor  Circulation Supervisor
Susan Hoyt  Circulation
Rahel Hiwet-Herzog  Technical Services

PART-TIME
Adam Novitt  Outreach / Arts & Music
Vanessa Vargas  Circulation / Arts & Music
Stephanie Levine  Children's
Martha Thorne  Periodicals / Technical Services
Mark Toczydlowsk  Custodial
Frank Heston  Outreach
Benjamin Kalish  InterLibrary Loan
Julie Bartlett  Archivist
Barbara Lewis  Circulation
Hillary Garrett  Reference
Maria Mark  Circulation

INTERMITTENT PART-TIME
Elise Bernier-feeley  Local History Librarian
Towle Leichliter  Circulation
Susan Schaeffer  Circulation / Arts & Music
Elise Dennis  Reference
Adrienne Racz  Reference
Christopher Teghtsoonian  Circulation
Beth Beckwith  Arts & Music
Maria Filippi  Arts & Music
Evadne Friedman  Arts & Music
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<tr>
<th>Name</th>
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<tr>
<td>Kathleen Krol</td>
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<td>Portia Henle</td>
<td>Technical Services</td>
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In 2006, Forbes Library completed its Long Range Plan with the help of a large group of staff and community members. The Trustees formed a fundraising committee and the Friends of Forbes funded the transformation of the former bound periodicals room in the basement into the Friends of Forbes Community Room.

**Budget**

$979,672 was appropriated by the City of Northampton for operating expenses, with an additional $47,599 from investments and state aid grants. State Aid Grants totaled $39,999. The Operating Budget was $191,367. The Personnel Budget was $788,305. Clarke & Earle Income was $4,000. The Book Budget was $144,486, an 8% increase over FY06. The Forbes portfolio market value was approximately $3,026,165 with a mix of 60% stocks and 40% bonds.

**Trustees**

Russell Carrier was elected as President and Mary Harding as Vice-President. Scott Morin was appointed Treasurer and Elizabeth Barone, as Secretary. The 2006 Trustees Award was presented to Elliot Offner, who had donated four sculptures to the library.

Forbes Library hosted the Library Legislative Breakfast for legislators in State Senator Stanley Rosenberg’s district, which was attended by over 65 people including Northampton Mayor Mary Clare Higgins; John Arnold, Chairman MBLC; Jan Resnick, WMRLS; Dodie Gaudet, CWMARS; Senator Rosenberg, Hampshire and Franklin District; Representative Peter Kocot; Sean Barry, aide to State Senator Stanley Rosenberg; Jan Klausner-Wise, aide to Representative Ellen Story; and Representative John Scibak.

In order to fund the increasing need for technology, the Trustees agreed to establish a Technology Fund with the $5,000 received though the James Halberstadt Trust. The Technology Fund, like the Book Fund, would generate a reliable source of income to be used for technology improvements.

The final payment of $10,000 from the parking meter fund was paid to the City. Future funds from the meters will be invested in the Richard C. Garvey Book Fund.

**Renovations**

Renovations to the library continued with the repointing project, roof repairs and ground and parking lot improvements. Handicap rails and another set of bike racks were installed and brownstone pilasters and benches were added.

A new handicap lift, which was funded in part by a Community Development Grant, was installed and enclosed according to ADA standards.
The new Friends of Forbes Community Room, which will be used for public events and library meetings, was completed. The room, which formerly housed bound periodicals, was completed revamped. Since users now prefer full-text, on-line periodicals, the bound periodicals were posted on a Listserv, with some being donated to other institutions and the remainder sold. The Programming room was completely refurnished including state-of-the-art AV and sound equipment. Meeting rooms were used 336 times in 2006, excluding staff meetings.

**Long Range Plan**

The Forbes Library Long-Range Plan was completed and approved by the Trustees in 2006. The four main goals of the plan are to:

- Create a welcoming environment for users of all ages
- Augment library services
- Increase public awareness of library services and resources
- Ensure the long-term financial security and address immediate financial needs of the library

A committee gathered data from the community and staff through surveys, interviews and focus groups. Over 800 community surveys were received and with the data from focus groups and interviews, the following themes emerged: Forbes Library is held in high regard by the community, yet many of its resources are unknown to the public. The Children’s Department is considered to be a very important part of the library’s mission. In addition, the building is considered one of the more attractive buildings in the city and its restoration is appreciated. On the staff development side, there is concern about continuing education, staff training and competition for funding and resources.

**Operations**

As part of the library’s long range plan, the Reference Department and the Arts and Music Department were reorganized to create the Information Services Team. Staff members were cross-trained to allow for more flexibility in coverage.

A “Food for Fines” week was held to honor the 125th anniversary of the death of Judge Forbes. Patrons were able to pay their fine with canned or non-perishable food items. A donation of 333 pounds of food was made to the Northampton Survival Center.

As part of an initiative to help connect the library to the community, Forbes created a gift sales table in the lobby for pre-holiday shopping. The Children’s Room held their 17th annual “giving tree” event, which encouraged staff and patrons to put toys under the tree which were donated to the United Way for distribution.

Forbes Library will be using a new service offered by CWMARS, which will notify patrons of overdue books via email, thus saving postage costs.

A generic library directional sign has been installed on the corner of West and Elm Streets. It is visible from as far downtown as the front of Memorial Hall and will serve as both a locator for those looking for Forbes as well as a reminder to those who may not think about visiting the library.

Forbes and Lilly Libraries were closed on Sundays from Memorial Day through Labor Day.

**Special Collections**
Past Perfect, a library and museum collection management software program is being used to build a database of art works and special collections from the permanent collection. CWMARS is working on an online searchable database of images from Western Massachusetts libraries. Forbes contributed 20 images to the project last year and the library is investigating funding sources to make their digital collections available online.

An 1891 certified copy of the original Lilly Library Charter which was displayed in the Hampshire Room was presented to the Lilly Library in Florence for their archives at their reopening ceremony in November.

The Oral History Project, funded through the Highland Valley Elder Services, recorded the histories of interested participants in audio and video formats for a programming series to be aired on NCTV.

A celebration commemorating the 125th anniversary of the Judge Charles E. Forbes bequest was held on February 13th. Items relating to Judge Forbes from Special Collections and Archives were displayed and a presentation of his life and importance to the Forbes Library was given. Presenters included Becky Plimpton Marconi, Forbes scholar and Director of the Emily Williston Memorial Library in Easthampton; Julie Bartlett, Forbes Library Archivist; and Elise Bernier-Feeley, Local History and Genealogy Librarian.

In 2005, the library sold all but 16 of 100 Japanese prints in Special Collections. The remaining 16 prints have been restored by the restoration firm of Geoffrey Oliver and framed and permanently installed in the library.

The local history collection in the Hampshire Room has been rearranged according to the Preservation Survey results to improve ease of use as the staff continues to get multiple requests for research assistance. The manuscript inventory and genealogy collections have been reorganized and a guidebook for the microfilm and map collections is in the process of being completed.

Calvin Coolidge Presidential Library and Museum
Hampshire Room for Local History

More than 80 people attended the 50th anniversary of the founding of the Calvin Coolidge Presidential Library and Museum held on September 17th. The rededication event included a presentation of Northampton in the era of Coolidge and of the CCPLM collection and how it’s changed over the years.

During 2006, more than 3,460 Coolidge related records and 579 local history and special collections have been entered into Past Perfect, the library and museum database.

Children’s Room

The Children’s Summer Reading Program was very successful with more than 230 children participating. The Children’s Room is equipped with two public use computers with internet access for patrons.

As part of a plan to educate children about agriculture, farm life and food production, the Children’s Room adopted a goat through an organization that rescues farm animals. The donation of $75 was offset by a Children’s Room fundraiser.

Staff
Forbes Library Employee Association (FLEA) officers in 2006 were Jason Petcen, President; Faith Kaufmann, Vice President; Brian Tabor, Secretary, and Benjamin Kalish, Treasurer.

JoAnn Petcen, Administrative Assistant in the Director’s Office, retired in November. Hillary Garrett resigned from her position in Reference effective in May.

In October, the Information Services Team hired Rick Hart, former Head of Information Services at the Greenwich, Connecticut Public Library.

Code Green, an employee appreciation program which encourages excellent customer service to patrons and staff was initiated. Employees nominate other staff members on a Code Green slip and both names are entered into a monthly drawing for $25.

The Local History Scavenger Hunt for Dollar for Scholars was held on October 14th. The Forbes team, which placed second in the hunt, consisted of Julie Bartlett, Blaise Bisaillion, Janet Moulding and Brian Tabor.

Friends of Forbes

The officers of the Board of the Friends of Forbes were Kari Knapp as President, Christine Nolan as Vice-President, Anne Keppler as Secretary, and Keirnan Murphy as Treasurer. The Friends Board has two new members, Tim Umbach and Kregg Strehorn. The Friends now have over 550 members.

The Friends of Forbes received $1,800 from the Florence Savings Bank Customer Choice Community Grant Program. The annual Friends of Forbes Garden Tour was held in June and $3,000 was donated to the library.

The Friends increased their annual contributions to the Book Fund from $4,000 to $5,000. The Friends provided $1,000 in programming for the Children’s Room and approved the renewal of museum passes for patrons. The Friends gave $200 to honor volunteers at a tea party on June 7th.

Gifts

Gifts were received from Roger and Sue Ames, Tulsa, OK, in memory of Frederick O. Ames; from Jeffrey Brown, East Longmeadow, in memory of Ronald Sarazin; from Beverly A. Royce, East Longmeadow, in memory of Ronald Sarazin; from Frederick & Lynn Goodhue, Williamsburg, in memory of Peggy Halberstadt; from Thomas and Johanna Plaut, Amherst, in honor of Dr. Bruce Bleiman; from the Monday Afternoon Club, in memory of Martha deBlaisis Beaver, to purchase The Norton Anthology of Western Music; from Marcia Burick, Leeds, in memory of Daniel Goldstein; from John Bobala and Gary Arnold, Northampton, in memory of Linda Sue Plumb; from Arlene, James & Heather Carmichael, Pelham, in memory of Emily Rennet; from Mary Harding, Florence, in memory of James Parsons; from Arlene, James, and Heather Carmichael, Pelham, in memory of Emily Rennet; from The Friends of Susan Mulvaney at the TJX Corporation, Framingham, in memory of Donald Mulvaney; from Bill & Suzanne Duncan, Shrewsbury, in memory of James Parsons.

Laptop computers were received from Leslie King, Northampton; Matthew Schenker, Northampton; Nancy Reeves, Northampton; Lou and Martha Pacilio, Leeds; John and Martha Martin, Northampton; and seven laptop computers from the Amherst Pelham Regional Schools, Amherst.

Gifts were received from David Bloomberg, Northampton; Louisa Ferree, Northampton; Hillary Garrett, Northampton; Frank J. Roach, Williamsburg; Dana Salisbury, Easthampton; Edmund P. DeLaCour, Northampton; Dave Gleason, Leeds; Barry Schechter & Kathy
Hibshman, Tucson, AZ; Jeanne S. West, Hadley; Doris Guillumette, Easthampton; from Harris and Eliza Kempner Fund, Galveston, TX, for matching funds requested by Todd Thompson.

**Bequests**

$48,204.47 was received from the estate of John I. Bak John I. Bak Charitable Remainder Trust and $5,000 was received from the L. James Halberstadt Trust.

**Sales and Income**

$300 was received from Periodyssey for deaccessioned periodicals deposited in the Special Collections Fund, $5,573.75 from NEBA deposited in the Special Collections Fund. $1,500 from Emerald City Partners for Old School Commons Lease deposited in the Cutter Book Fund, and $503.50 from Eldreds Auctioneers for sale of Japanese prints deposited in the Special Collections Fund.

**Statistics**

**July 1, 2005 through June 30, 2006**

All of the service statistics have increased significantly this year. For example, the library now subscribes to 581 e-books, up from 8 just two years ago. Circulation is also up, especially interlibrary loan, which has increased by about 40% since last year. Library attendance rose by 30,000 last year, and reference transactions went up 12% to almost 40,000. The number of registered library patrons dropped slightly due to a purge of old patrons by CWMARS.

**Holdings – 252,712**
Books – 226,961  
Periodicals & Newspapers – 1,643  
Audio media – 11,826  
Videos – 5,546  
E-Books – 531  
Microfilm – 5,524  
Miscellaneous – 681

**Circulation – 337,586**
Books – 194,625  
Periodicals & Newspapers – 6,091  
Audio media – 59,304  
Videos – 75,941  
E-Books – 167  
Miscellaneous – 1,458

**Interlibrary Loan**
ILL received from other libraries—28,401  
ILL provided to other libraries – 16,334

**Services**
Hours library open – 2,479
Number of Sunday's open – 0
Attendance in library – 243,089
Number of Reference Transactions – 39,440
Number of Adult & YA Programs Held – 560
Total Attendance at all Adult & YA Programs – 9,751
Number of Children’s Programs Held – 923
Total Attendance at all Children’s Programs – 10,031
Number of Volunteers – 118
Number of Registered Borrowers – 21,591
Number of Public Use Internet Computers – 27
Number of Users of Public Internet Computers per Week – 1,956
Number of Hits on Website – 2,846,000