

2016 ANNUAL REPORT 2016

OF THE

FORBES LIBRARY

CITY OF NORTHAMPTON, MASSACHUSETTS

FOR THE

YEAR ENDING DECEMBER 31, 2016



Library Director, Janet Moulding retired on December 31, 2016

**The Board of Trustees and Its Officers
December 31, 2016**

Russell W. Carrier, *President*
Marjorie R. Hess, *Vice President*
Joseph A. Twarog
Elaine M. Reall
Katy E. Wight

Cheri Buckhout, *Treasurer*
Elizabeth Barone Scheirer, *Secretary*

FORBES LIBRARY

TRUSTEES BY APPOINTMENT OF THE PROBATE

George W. Hubbard	Apr. 1881 - Apr. 1888
Oscar Edwards	Apr. 1881 - Oct. 1894
William M. Gaylord	Jun. 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
Robert M. Moriarty	Jan. 1964 – Dec. 1981
Judith A. Hubley	Jan. 1972 – Dec. 1982
Katherine M. Finn	Jan. 1978 – Dec. 1984
Russell W. Carrier	Jan. 1982 –
Keirnan 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
Alison Lockwood	Jan. 1996 – Apr. 2004
Edward Shanahan	Jan. 1998 – Dec. 2001
Richard C. Garvey	Jan. 2000 – Apr. 2004
Mary J. Harding	Jan. 2002 – Dec. 2009
David Bloomberg	Jan. 2004 – Dec. 2006
Bonnie M. Burnham	Jan. 2005 – Dec. 2015
Peter N. Rowe	Jan. 2005 – Dec. 2015
Jesse M. Adams	Jan. 2008 – Dec 2011
Marjorie R. Hess	Jan. 2010 –
Joseph A. Twarog	Jan. 2012 –
Elaine M. Reall	Jan. 2016 –
Katy E. Wight	Jan. 2016 –

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	1966-1985
Norma Roche	1985-2004
Elizabeth Barone Sheirer	2005 -

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 Morin	2001-2016
Cheri Buckhout	2016-

LIBRARY DIRECTORS

Charles A. Cutter	1894-1903
William P. Cutter	1904-1911
Joseph L. Harrison	1912-1950
Lawrence E. Wikander	1950-1968
Oliver R. Hayes	1968-1973
James F. Hazel	1974-1977
Stanley Greenberg	1977-1978
Blaise Bisailon	1979-2004

Janet Moulding 2004-2016

LIBRARY ASSISTANT DIRECTORS

Janet Moulding 2000-2004
Lisa Downing 2004-2016

STAFF

FULL TIME

Janet Moulding	Director
Lisa Downing	Assistant Director
Jennie Lamour	Administrative Assistant
Paula Elliott	Head of Technical Services
Faith Kaufmann	Information Services/Head of Arts & Music
Judith McGowan	Head of Children's Department
Molly Moss	Information Services/Head of Reference
Sarah Johnson	Head of Children's Department
Elizabeth Maguire	InterLibrary Loan Librarian
Brian Tabor	Circulation Supervisor
Christopher Teghtsoonian	Circulation
Katharine Janeczek	Children's Department
Kathryn Mizula	Technical Services
Dylan Gaffney	Information Services
Jason Petcen	Facilities Manager
Frank Gessing	Custodial

PART TIME

Julie Bartlett Nelson	Archivist
Ryan Duffy	InterLibrary Loan/Technical Services
Jillian Emmons	Technical Services
Ralph Holley	Children's Department
Benjamin Kalish	Information Services
Brian Marchese	Technical Services/Circulation
Alene Moroni	Information Services
Mairead Poulin	Children's Department
Susan Schaeffer	Circulation
Steven Stover	Circulation
Ellen Sulzycki	Children's Department
Mark Toczydlowski	Custodial

INTERMITTENT PART TIME

Elise Bernier Feeley	Local History Librarian
Granne Buchanan	Children's Department
Anna Carlacci	Circulation

Liza Graybill	Circulation
Greta Guerara	Children's Department
Sarah Hertel-Fernandez	Information Services/Children's Department
Ann Heston	Circulation
Frank Heston	Outreach
Sarah Hill	Children's Department
Dan Jarvis	Circulation
Matthew Laurin	Custodial
Stephanie Levine	Circulation
Erica Lindermann	Information Services
Linda Matson	Information Services
Jason Mazzotta	Information Services
Bridget Mientka	Information Services
Lindsey Musielak	Information Services
Rachel Naismith	Children's Department/Circulation
Christine Nolan	Circulation
Hillary Nolan	Children's Department
Jill Palmer	Circulation
Barbara Pelland	Circulation
Lisa Shea	Circulation
Pearl Silverman	Children's Department
Jane Sommer	Circulation
Maria Sperduti	Outreach Delivery Service
Joshua Vrysen	Information Services
Barbara Walz	Book Repair

FORBES LIBRARY
2016 Annual Report
Year Ending December 31, 2016

2016 was a year of change for Forbes with the retirements of Director Janet Moulding, Children's Librarian Jude McGowan, Outreach "Book Man" Frank Heston, and the Treasurer of the Trustees, Scott Morin.

In January, the City Solicitor issued a written opinion that the city, not the Board of Trustees of Forbes Library, was the owner of the Forbes Library property and building and therefore had control over all decisions regarding library property. In response, in March, the Board of Trustees filed a suit with the Massachusetts Probate court for clarification of the intent of the will of Judge Forbes. The case was scheduled to be decided in 2017.

Budget

- Operating Budget FY17 -- \$1,292,889
- Book Budget FY17 --\$160,693
- City Appropriation FY17-- \$1,236,102
- State Aid FY17-- \$39,057
- Clarke & Earle Income FY17-- \$15,399

The library's operating budget for FY2017 consisted of personnel costs of \$1,107,439, and ordinary maintenance of \$185,450 for a total of \$1,292,889. The library's budget included: 3.5% step raises for eligible employees; 1.5% COLA for all employees and a \$.55 raise per hour for all intermittent part-time employees so that the library would be in compliance with the new state minimum wage standard of \$11.00 an hour. The endowment portfolio was valued at about \$4.7 million in June 2016.. Forbes merged its trash removal contract with that of the city's, saving the library about \$1,700.

The library's FY17 appropriation from the city was \$1,236,102, an increase of \$38,464 over FY16. Clarke & Earle payments were increased by 17% to \$15,399,

Trustees

Russell Carrier was re-elected as President and Marjorie Hess as Vice-President with Scott Morin as Treasurer and Betsy Sheirer as Secretary. Elaine Reall and Katy Wight were sworn in as new trustees in January 2016. Marjorie Hess continued as the trustees' legislative liaison.

In September, 2016, Treasurer Scott Morin resigned to become the Controller of the Salem Academy in Winston-Salem, NC. Cheri Buckhout was hired as Treasurer in December.

The Gertrude P. Smith Trustees Award in 2016 was presented in April to Peter Rowe and Bonnie Burnham for their long and very productive terms of office on the Forbes Library Board of Trustees. A celebration of the new elevator was combined with the Trustees' Award because Mr. Rowe and Ms. Burnham were instrumental in the fundraising required to build the handicap accessible elevator. The elevator architect, Thomas Douglas, showed images of the design process for the elevator and spoke of the architectural history of the building. Mayor David Narkewicz spoke about the importance of volunteerism to the community.

The H. Clifton Kellogg II Memorial Fund for purchasing Arts & Music materials established in 1995 was added to the funds with the Bartholomew Investment bankers with a deposit of \$11,241.73 which was estimated to be the amount the original bequest of \$6,500 would be worth in 2016. The original donor, Roger Kellogg, died in 2016 and gifts in his honor were added to the Kellogg Fund.

Janet Moulding, Director of Forbes Library since 2004, retired at the end of the year. Under Moulding's leadership the library renovated both the Anna Gertrude Brewster Children's Room and the Doland Reference Room, making both more attractive and functional for library users. Additionally, in 2015, the handicap lift which was frequently out of service was replaced by a fully functioning elevator ensuring that the library met the goal of always being "accessible to all."

Capital Improvements

Metal halide lights were installed on the center post in the reading room to improve the lighting for patrons. The dumpster enclosure and fence around the cooling tower were replaced with white PVC fencing by Hastie Fence of Hadley.

Forbes' Library Capital Improvement Requests for the FY18-FY22 period were presented to the city. Added this year was \$20,000 to replace the fire alarm system throughout the library. The other two items on the list, replacing the windows throughout the building and installing a dedicated HVAC system for the Coolidge Museum and Local History Rooms, have begun. The company, Jones Whitsett Architects of Greenfield, was hired to design and oversee the projects.

Operations

Forbes was once again closed on Saturdays in summer, starting July 4th and running through September 5th 2016.

Forbes added to its e-reader collection by circulating five pre-loaded Kindles with over 100 e-books on each. Selections included current bestsellers and classics.



Four new banners were hung in the front of the library. Featuring a modern aesthetic designed by Seth Gregory, they were inspired by the library’s “Forbes For All” tagline. Each banner highlights an unexpected service at Forbes – Info, Media, Arts, and Space.

The library began accepting library card applications online. Completed forms were reviewed by the Circulation Department and cards were mailed to applicants so they could place holds, borrow e-books and use databases. Applicants must visit the library to activate full borrowing privileges.

In January, the Food for Fines program was offered again at Forbes. During this time, overdue fines could be paid for with canned goods or healthy non-perishable food items. Through this program, 1,123 pounds of food was collected and donated to the Northampton Survival Center for distribution to those in need in our community.

The library’s six public bathrooms were designated as unisex bathrooms in order to better serve the community.

Steven Stover and Dylan Gaffney designed a new book bag for Forbes. The bag, which is navy blue and features an image from an old woodcut of the library sells for \$11.

Maria Sperduti was hired as the Volunteer Coordinator for the new Volunteer Outreach Delivery Service program. The program matches volunteers with people on the Outreach Delivery list. At the end of 2016, there were 19 volunteers delivering books to 42 patrons. The Volunteer Coordinator’s salary is funded by the Friends of Forbes and other donors.

In May, library staff, trustees and patrons marched in the 35th annual Northampton Pride Parade. The Forbes contingent consisted of Marjorie Hess, Rudy Talaber, Joe Twarog, Katy Wight, Peter Rowe, Janet Moulding, Naila Moreira, Mary Fagan, Mary's dog, Fast Eddie, and many library patrons. The march celebrates diversity and focuses attention on social justice issues.

Forbes Library had a table at the Health and Safety Fair held at the Northampton Senior Center on May 12. Staff answered questions about library services and had examples of various reading formats including large print, books-on-CD, and digital books from the Perkins Library.

Forbes continues to participate in the city's senior and veteran property tax work-off program. The program, which is funded through the city, is open to eligible senior citizens or veterans who own property in and pay real estate taxes to the City of Northampton.

Anna Gertrude Brewster Children's Room

After 28 years as the head of the Children's Department, Jude McGowan retired in October. McGowan oversaw two renovations of the Children's Department and many innovations in children's services during her time at Forbes. Mairaid Poulin, who has worked in the Children's Department, from high school through Smith College, resigned to take a job with the Williamstown Historical Society. Sarah Johnson was hired as Head of the Children's Department and started at Forbes in December.



Noted children's book and graphic novel author, Jarrett Krosoczka, of Florence, created a mural on the walls of the stairs to the Children's Department. It is a cityscape of Northampton with children and creatures carrying books down the stairs toward the Children's room. On

Saturday, November 15, a ribbon cutting for the new Children's Room stairway mural was held. Over 60 children and adults listened to artist Jarrett Krosoczka tell the story of the mural and read from his new book, *Ollie the Purple Elephant*. Attendees completed the mural by painting flowers on the replica of the library lawn at the bottom of the stairs.

The theme of this year's children's reading program was "Ready, Set, Read." Library staff from many departments collaborated to create a fun and engaging summer reading experience for over 250 children, which was a substantial increase over prior years. The program, which focused on mental and physical fitness, began in June and ran through August.

Children's and Coolidge staff collaborated to present a program about elections and voting which was held in the Coolidge Museum. Mayor David Narkewicz read *Grace for President*, a book about a girl running for class president, to a group of 17 children and their parents. Attendees asked the Mayor questions about his job in local government and Julie Bartlett Nelson spoke about the museum, the current representatives of the people of Northampton and how voting works. Afterwards, an election was held between Pigeon and Piggie, two Mo Willems book characters.

Sensory Storytime, a new sensory-based story time designed for children who may have difficulty sitting still at regular story time or who may need special attention, was begun using funds from the LSTA Serving Patrons with Disabilities grant. The program included singing, dancing, reading and other fun activities for young children and their caretakers.

The Reading Buddies program for beginning and reluctant readers allowed students who might have difficulty reading aloud to an audience to read to Percy Jackson, a certified therapy dog, for 20-minute slots on Monday afternoons. The program was promoted with a flyer developed in both English and Spanish and was distributed to elementary school students.

Other programming included movie nights, such as a "drive-in" movie night where kids brought in cardboard boxes they had decorated as cars. The kids sat in their "cars" to watch the movie. A stuffed animal sleep-over program was very successful on social media. Children dropped off their stuffed animals and pictures were taken of them using the library. The pictures were posted on social media. A yoga class brought in about 9 to 10 parents and children per week and a science series spearheaded by Stephen Stover was held on Saturdays.

A video of the Children's Department at Forbes was made with grant funds from the Library Services and Technology Act (LSTA). The video features a virtual tour of the various areas in the Children's Department so that children can become familiar with the multiple resources available to them.

Grants/Awards

The \$18,000 Library Services and Technology Act (LSTA) Serving Patrons with Disabilities grant was completed. The grant targets library services for people of diverse geographic, cultural, and socioeconomic backgrounds, to individuals with disabilities, and to people with limited literacy skills. The Perkins School for the Blind sent a mailing to their

database of residents in and around Northampton to promote the services at Forbes including a series of “tech” classes for blind and low-vision users that was offered. Public Service Announcements were aired on local radio stations with messages about accessibility, technology and tools now available at the library as well as the variety of formats. Video tours of the library and its resources are also in development.

Forbes Library received the 2016 Paul Winske Access Award from the Stavros Center for Independent Living, in recognition of the improvements the library has made to accessibility for people with disabilities. In 2015, Forbes installed a new elevator to provide safe and reliable access into the building. The library was also commended for providing accessible formats such as large-print and Braille materials, as well as audio books and videos with audio adaptations. In the Stavros Access Awards program Forbes was praised for its work in expanding access to all. "Just as exciting are the many new assistive technology devices and software applications: magnifying glasses along with a desktop magnifier and screen magnification software, screen reader software, and listening systems at the service desks. The folks at Forbes have gone all out!"

Programming

Adult programming, a collaborative effort between staff and community volunteers was funded with \$3,000 from the Friends of Forbes, an increase from \$2,000 in 2015. This year, attendance increased significantly to over 10,000 participants, due in large part to outdoor activities including concerts and outdoor movie screenings. Other types of programs included a variety of one-time and short-series events, and recurring monthly events. New A/V systems in both the Community Room and the Coolidge Museum supported an increased variety of programming. There were 32 exhibits in the Hosmer Art Gallery in 2016-2017 chosen from 64 applications.

In 2016, for the fourth year, the library offered adult and teen summer reading programs and 177 patrons participated. Each week, the names of those who had read one book were entered in a weekly raffle to win prizes, including gift certificates to local businesses. At the end of the summer, there was a larger raffle with wine-tasting tickets, Tuesday Farmers' Market coins and Historic Northampton material. The theme of this year's program was "Exercise Your Mind – Read". It was developed by the Collaborative Summer Library Program (CSLP), which is a consortium of states working together to provide high-quality summer reading program materials for children, teens, and adults at the lowest cost for local public libraries.

Susan Stinson, the Writer-in-Residence at Forbes since 2010, stepped down in June. Naila Moreira, who has been very involved with the library for the past several years, including facilitating the Monday evening poetry discussions, was chosen as the next Writer-in-Residence. In 2016, Ms. Moreira focused on real and surreal writers of the modern age, representing multiple genres including fiction, non-fiction, science fiction, and other art forms, which appealed to a multi-generational and multicultural audience.

A series of informal events, entitled "Cookies with the Curator", which began in 2015, continued in 2016. This year, the "Cookies with a Curator" program was held monthly and

Archivist Julie Bartlett Nelson presented a series of local history topics including Northampton area soldiers in the Civil War; The Castle on the Hill, Forbes Library history; Family History Month; White House events in the Coolidge era and the Forbes Library art collection.

In July, the city presented the Arts Night Out “En Plein Air” Festival. En plein air, a French term, refers to the act of painting outdoors with natural subjects and light. Ten notable local artists showcased their skills *al fresco* throughout the late afternoon and evening. It was an interactive event during which participating artists welcomed onlookers to watch them work and engage in conversation about the technique. The artists were clustered in a variety of locations along the regular Arts Night Out gallery walk route. Jeffrey Gatrall, Kathleen Hession and Elizabeth Lehman were stationed at Forbes Library. Other artists included Susan Barocas, David Brewster, Robert Markey, Paula Gottlieb, Frank Gregory, Scott Prior, and Elizabeth Stone.

Forbes participated in Northampton’s First Night with two afternoon programs given by storyteller John Porcino. Approximately 200 people, about half of them children, attended.

Forbes partnered with Cooley Dickinson Hospital and several area libraries to present a community reading and discussion program based on the book *Being Mortal* by Atul Gawande. The program was very well received and raised awareness about end-of-life care and planning.

A Summer Lawn Concert was presented in June featuring O-Tones, hot New England Swing and Motown band. About 250 people attended. The library held a second outdoor concert in July that featured The Pangeans, a band that performed world music. The concert was attended by about 150 people and recorded by NCTV (Northampton Cable Television).

In 2016, the Forbes Musicians-in-Residence program featured The Well-Tempered Ukes. The trio, which performed four free concerts, brought a twist to the ukulele repertoire by showcasing classical, Renaissance, parlor, pop and art music. The next Musicians-in-Residence are The Gray Divas, a duo who performs with guitar, ukulele and percussion.

Other music programming included local musician, Peter Biedermann, performing a jazz guitar concert in October and the annual Holiday Sing-along, which raised about \$400 for the Interfaith Cot Shelter program.

The Forbes Library musical instrument lending program which began in 2009, has been very successful. There are currently 16 instruments that may be checked out by library card holders in sixth grade or older. Faith Kaufmann, head of the library's Arts and Music department, has been receiving inquiries about the Forbes lending program from all over the country and Canada.

The Forbes Library and Cinema Northampton’s free outdoor screening of *Indiana Jones and the Raiders of the Lost Ark* on the Forbes Library lawn was shown on June 29th to nearly 350 people. The library also showed the film *The Muppet Movie* on the lawn on August 31st.

Other programming highlights included the exhibit, 1 in 8: The Torso Project, a display of body casts made by women affected by breast cancer, and a reading by members of Spirit of the Written Word, writing groups for people affected by cancer.

The library's utilization of social media has been going well, especially with the online posting by Dylan Gaffney of historical photos of Northampton.

Staff

Forbes Library Employee Association (FLEA) officers in 2016 were Jason Petcen, President; Dylan Gaffney, Vice President; Kat Janeczek, Secretary, and Susan Schaeffer, Financial Officer.

The Volunteer and Staff Barbecue was held on August 18th. This annual event is supported through The Friends of Forbes and featured a cookout, games and prizes. This year's event was a big success with a "Dogs in Literature" trivia contest tied to a musical freestyle program performed by the library volunteer dog star, Percy. In recognition of their hard work, baseball hats with the Forbes logo on them were given out to staff and volunteers.

In February, the library staff room was completely refurbished and repainted with support from The Friends of Forbes. In addition to upgrades in furniture, the wireless connection was upgraded and a water filtration system was installed in the sink.

The library instituted an electronic time card system for employees eliminating the paper time cards and saving administrative staff time.

Special Collections



The large oil painting, "Orpheus and Eurydice" which is attributed to George L. Brown, was sent to the Williamstown Art Conservation Center for evaluation and restoration. The painting was located on the top landing of the main staircase and was cleaned after the fire.

The painting was restored at the Williamstown Conservation Center and appraised by Lewis Shepherd of Boston. with money from the Special Collections Fund. Mr. Shepherd estimated the "retail replacement value for insurance" at \$28,000. This is described as "the price . . . that would be required to replace [the painting] with another of similar age, origin, appearance, provenance and condition within a reasonable length of time in an appropriate and relevant market." The artist who painted it is still unknown. This painting was donated to the library by Julia and Rosa Watson in 1926. They said the family tradition was that it was a copy of "Orpheus and Eurydice" by Nicolas Poussin. It is similar to that painting, but not an exact copy. Paintings by George L. Brown have sold for as much as \$300,000 and as little as \$2,000.

Digital Commonwealth has just harvested all of the Forbes public view digitized material. Those images will be indexed in the statewide database and incorporated into Digital Public Library of America, a national database

Ms. Bernier-Feeley visited the 5th and 6th grades at Hilltown Charter School in April for a session on local history. She also visited the Easthampton High School AP history classes and those students visited Forbes Library on their own to research from mid-May to early June.

Patrons and visitors to the Coolidge Museum and Hampshire Room have increased slightly over the past two years. The average visitor spends about one hour looking at exhibits. The Coolidge research visits ranged from 15 minutes to 10 days with most researchers spending a half or a full day in the archives. The Hampshire Room research visits average 90 minutes with many people from out of town spending much more. The Coolidge Museum is open to the public 21 hours per week and the Hampshire Room is open 12 hours per week. The limited open hours pose challenges to the out-of-town researchers who would like to spend full days in the museum and archives. The Coolidge Room had 2,703 total patrons and the Hampshire Room had 1,637 patrons including in-person, phone, and email interactions. The majority of patrons were residents of Northampton. There were five classroom visits, two home school groups, and nine adult groups.

Calvin Coolidge Presidential Library and Museum

Julie Bartlett Nelson hosted 22 high school teachers for a tour in the Coolidge Museum in April. The teachers were in Northampton for a 3-day seminar funded by the Ashbrook Institute. Ms. Nelson also had five students and two teachers from the Clarke School visit the Coolidge Museum in May for a tour and a lesson to learn more about Grace Coolidge.

On July 26, Forbes hosted 57 students from China; one Chinese teacher and five American teachers from a summer program at Kemsley Academy in Wendell. They visited the Coolidge Museum to learn about the presidential and local history collections. Julie Bartlett Nelson, Elise Bernier-Feeley, Faith Kaufmann, Dylan Gaffney and Brian Tabor assisted with the program and hands-on activities.

Friends of Forbes

The Friends of Forbes officers for 2016 were Martha McCormick, President; Serena Smith, Vice-President; Tim Umbach, Treasurer; and Mary Fagan, Secretary.

The Friends of Forbes Annual Meeting took place on April 6 in the Coolidge Museum followed by a presentation called “When the Road Came Through: How Construction of I-91 Changed Western Massachusetts” by historian Barry Deitz. The program was very well attended.

The Friends hosted an after-hours library tour for donors on May 5. A group of about 14 donors met in the Reading Room for wine and cheese and a tour of the library that focused on its history and functions.

Florence Bank held its annual Customer Choice Awards ceremony on March 9. The Friends of Forbes came in third place with just over 300 votes and received \$4,630. There were 56 qualifying organizations this year.

Despite a cold rainy day, the Friends Garden Tour on June 11 was a success. Over 300 tickets were sold, not counting those sold at the library the day of the tour. Over \$11,000 was raised through sponsorships, ticket sales and raffle ticket sales.

The Friends of Forbes held their annual Wine Tasting fundraising event on September 30. The event was their most successful yet, raising about \$7,000 due to an increase in sponsorships and ticket sales.

Gifts from the Friends this year included: \$4,000 for the staff room improvements, \$1,550 for the museum passes, \$3,000 for staff development, \$3,000 for adult programming, \$2,000 for the Outreach Delivery Service, \$5,000 to the Book & Media Fund, \$300 BookPage magazine, \$200 for the volunteer appreciation barbeque, \$500 stipend for the Writer-in-Residence, \$2,000 for children's programming, \$5,564.50 to pay for half of the audio/visual equipment for the Community Room and \$10,000 towards the new audio/visual equipment in the Coolidge Room.

Fundraising

Forbes Library participated in Valley Gives Day held on May 3 this year. Over one hundred generous donors made the Forbes Library a charity of their choice during this 24-hour day of online giving. The library raised \$11,882, including a \$5,000 matching grant from the Friends of Forbes Library and \$400 in prize money from Balise Auto. All proceeds will be used for the programming funds.

Gifts

Gifts deposited in the Morin Fund were received from: Scott Morin, Florence, MA, Cileen Currie, Northampton, MA, Alexander George, Amherst, MA, William Heaney, Oshkosh, WI, Richard & JoAnn Hinckley, Leeds, MA, Beverly Shaw, Florence, MA, Hosea Baskin & Sarah Bittenwieser, Northampton, MA, Rebecca Greenberg, Northampton, MA. In memory of Bernice & Stanley Greenberg, Hilary Detmold, Boston, in memory of John Detmold, Edmund DeLaCour and the DeLaCour Family Foundation, Northampton, MA. Stuart Unger, Middletown, VA, in memory of Harley Unger Jr, Julia Rose, Northampton, MA, Margaret McCamrock, Amherst, MA, Peter & Hedy Rose, Northampton, MA, Edna Greene, Leeds, MA, Keith Lepine, Northampton, MA, in honor of Marcia Holden, Dana Salisbury, Easthampton, MA, Robert Adams, Northampton, MA, Eric Sanders, Northampton, MA, Rebecca Neimark, Northampton, MA, David Wicinas, Florence, MA, Ellen Nigrosh, Northampton, MA, James E. Humphreys, Northampton, MA, The Faces of Earth, Inc., Florence, MA, Judith & Gerald Duda, Agawam, MA, Jonathan Hogan, Ware, MA, Alexander George, Amherst, MA, Katherine Hay, Northampton, MA, Brian Sands, New Orleans, LA, in memory of Mary Chetham and in honor of

Rebecca Chetham, Lyn Heady, Northampton, MA, in memory of Mary Chetham, Edwin Warner, Williamsburg, MA in memory of Mary Chetham, Don Summa, Brooklyn, NY, in memory of Mary Chetham, Marilyn Cernak, Easthampton, MA, in memory of Mary Chetham and in honor of Rebecca Chetham, Nancy & Stuart Wood, Williamsburg, MA, John & Connie Degnan, Alexander George, Amherst, MA, Colleen Currie, Northampton, MA, Mary Harding, Northampton, MA, in memory of Ann Keppler, Peter Rowe, Northampton, MA, in memory of Ann Keppler, Anonymous, Paul Thaler, Florence, MA, Daniel Dewey, Worcester, MA, in memory of Geraldine Perez, the Senofonte family, Windsor Locks, CT, in memory of Geraldine Perez, Al & Shirley Cohen, Easthampton, MA, in memory of Geraldine Perez, Jane Goldfield, Northampton, in memory of Geraldine Perez, Marguerite Gleason, Northampton, MA, in memory of Geraldine Perez, Tony Margherita, Chicago, IL, Robert & Eileen Mahar, Florence MA, in memory of Geraldine Perez, Northampton Area Pediatrics, Northampton, MA, in memory of Geraldine Perez, friends of Geraldine Perez in memory of Geraldine Perez, Todd Thompson, Northampton, MA, Fidelity Charitable, Cincinnati, OH, matching gift for Todd Thompson, Northampton, MA, John & Connie Degnan, Florence, MA, Donald Reutener, Florence, MA, James Laurila, Florence, MA, Nicole Sibley, Amherst, MA, The Faces of Earth, Inc., Florence, MA,

Gifts deposited in the Book & Media Fund were received from: the Garden Club of Amherst to be used to purchase “horticulture/ agriculture books or related items,” Jeffrey Neil, Gray, TN in memory of Leonard & Edna Neil.

Gifts in memory of Roger P. Kellogg deposited in the H. Clifton Kellogg II Memorial Book Fund were received from: Cynthia Kellogg, Encinitas, CA, Iris Sheinhait, Peabody, MA, Stephanie Rudd, San Diego, CA, Elizabeth Derouin, Enfield, CT, Pierrette Van Cleve, San Diego, CA, Kelly & Michael Arsenian, Rockport, MA, John & Kathleen Doherty, Florence, Robert S. Mogilnicki, Rochester, MA, Ellen Stickney, Laconia, NH, Sarah Bates, Marblehead, MA, David & Margaret Meehan, Reading, MA, Judith Simpkin, Easthampton, MA, The Greatview Condo Association, Rockport, MA, from Denise Foy, Chicago, IL, Richard & Sandy Lorigan, Rockport, MA, Colleen Kendall, Glide, OR,

Gifts deposited in the Lyman Special Collections Fund were received from: Nicolas & Janet Gross, Northampton, MA and Martha McCormick, Florence, MA, & siblings, in memory of Edward P. Gross, anonymous to pay for a history project, Pioneer Valley Photographic Artists to pay for half of the new artwork hanging system for the Hosmer Gallery

Gifts in memory of Charles Christopherson deposited in the Book & Media Fund were received from: Linda & Lawrence Ardito, Andover, MA and Richard & Janet Moulding, Northampton, MA. Janet & Joseph Dibrindisi, Northampton, MA, in memory of Charles Christopherson,

Other gifts included from: anonymous “in appreciation of Jason Myers” to be used for “a staff purpose” deposited in the Staff Development Fund, Ruth Barham, Northampton, MA, in memory of Geroge “Jeff” Hutchinson, deposited in the Garvey Fund, Dann & Elizabeth Hall, Coopersburg, PA, \$3,000 towards the volunteer coordinator’s stipend, and Patricia Bega, Shelburne Falls, MA, in appreciation of Faith Kaufmann and the staff of Forbes Library, deposited in the Hosmer Gallery Fund.

Bequests

\$2,092.32 from the estate of Hanna Hop deposited in the Morin Fund.

Sales/Lease

\$258 was received from NEBA for sales of books and deposited in the Special Collections Fund and \$1,500 was received from Old School Commons for the lease of land and deposited in the Morin Fund.

STATISTICS

July 1, 2015 through June 30, 2016

FY16 ARIS SUMMARY

In FY16 there was a 2.8% increase in circulation. Book circulation went up 6% and E-book circulation was up 100% to an all-time high of 11,374. Audio CD use was down nearly 5% perhaps because of patrons increasing use of streaming formats. Downloadable audio increased from 5,578 last year to 7,874 this year. Circulation of DVDs remained level.

ILL use grew this year after leveling off the past couple of years with a 9.5% increase in materials received and a 15.5% increase in materials loaned to other libraries. This is due in part to CWMARS rejoining the recently improved statewide catalog. On-site loans to people from other communities increased 2.25% to 99,679 – representing 27% of our circulation.

Attendance in the library was up 16% to 235,462 or 103 people for every open hour. Meeting rooms were used 1,685 times by various groups and organizations. Adult programming attendance was up 19% to 11,079. This was in part due to the continuation of highly attended outdoor events as well as a continuing increase in the number of ongoing programs such as book groups, wellness classes and discussions.

The number of registered borrowers was down 5% to 16,261 due in part to a database purge. Reference transactions were down 11%. The statistic is calculated based on a week-long sample taken quarterly so the accuracy of the number is limited. Wireless sessions were up 15% to 17,322 or 8 sessions each open hour along with 646 people using our computers each week.

There were nearly 70,000 searches of the library's electronic collections mostly in locally purchased databases including Ancestry, Newsbank for the Daily Hampshire Gazette, Mango Languages, and Tumble Books.

Staffing, hours, and collection size have remained level. The collection size has remained level due to keeping pace with weeding.

Holdings – 366,345

Books – 147,488

Periodicals & Newspapers – 2,680

Audio media – 11,415

Videos – 14,889

E-books (through OPAC) – 174,052
 Downloadable Audio (through OPAC) – 11,324
 Downloadable Video (through OPAC) – 997
 Microfilm – 2,553
 Miscellaneous – 583
 Materials in Electronic Format – 364
 Number of Databases – 16
 Print and Electronic Serials Subscriptions – 308

Circulation – 368,548

Books – 195,207
 Periodicals & Newspapers – 10,904
 Audio media – 40,847
 Downloadable Audio – 7,874
 Videos – 99,883
 Downloadable Video – 219
 E-books (through OPAC) – 11,374
 Materials in Electronic Format – 584
 Miscellaneous – 1,656

Interlibrary Loan

ILL received from other libraries – 55,960
 ILL provided to other libraries – 46,821

Services

Hours library open – 2,281
 Number of Sundays open – 0
 Attendance in library – 235,462
 Number of reference transactions – 54,995
 Number of children's programs held – 1,126
 Attendance at children's programs – 19,523
 Number of YA programs held – 43
 Attendance at YA programs – 283
 Number of adult programs held -- 670
 Attendance at adult programs – 11,079
 Number of volunteers – 142
 Number of registered borrowers – 16,261 (Does not include Florence residents with Forbes cards)
 Number of public computers – 28
 Number of users of public computers during typical week – 646
 Number of times meeting rooms used by public – 1,685

TREASURER'S REPORT FY16	AID FUND
RECEIPTS	
CITY APPROPRIATION	1,197,638
CLARKE FUND	6,625.00
EARLE FUND	6,625.00
FORBES AID FUND	3,600.00
NOW INT.	
STATE AID	38,832.86
CITY APPROPRIATION: CW MARS	44,179.00
MISCELLANEOUS	2,326.87
CLARKE & EARLE FY15	11,785.00
TOTAL RECEIPTS	1,267,432.73
PAYMENTS:	
EMPLOYEES WAGES	1,057,378.31
WORKER'S COMP.	6,394.00
UNEMPLOYMENT INS.	
E.A.P.	1025.00
ELECTRICITY	46,694.64
HEATING GAS	10,913.85
WATER/SEWER	8,415.70
LABOR & REPAIRS	12,907.37
SERVICE CONTRACTS	6,378.37
REFUSE COLLECTION	3,089.11
AUDITING SERV.	4,500.00
PAYROLL SERVICES	3,208.85
TELEPHONE	405.08
PRINTING	1,609.02
POSTAGE	1,594.30
MICROFILM	533.12
CUSTODIAL SUPPLIES	8,307.75
LIBRARY SUPPLIES	13,065.24
AUTOMATION/PC TECH EQUIPMENT	
MISC.	1,187.86
BUILDING INS.	7,228.00
WORKSTUDY	12,190.12
CW MARS	44,179.00
TRUSTEES EXPENSES	
PETTY CASH	337.50
STATE FILING FEES	500.00
TOTAL PAYMENTS	1,252,042.19

BOOK & MEDIA FUND

RECEIPTS:

LIBRARY FINES	30,550.90
FORBES INV. INCOME	32,000.04
C.A. CUTTER INV. INC.	33,000.00
NICHOLS FUND	24,800.04
N.O.W. INTEREST	
BOOKS PAID FOR	6,172.77
BOOKS SOLD	4,697.21
GIFTS	4,140.37
GIFTS (FRIENDS)	5,000.00
FEES	135.88
NON -BOOK ITEMS SOLD	1,148.93
PROCESSING FEES/SALES	815.70
GARVEY INCOME	10,000.00
MISCELLANEOUS	374.36
DOLAND FUND	500.00
CARD REPLACEMENT	979.00
TOTAL RECEIPTS	154,315.20

PAYMENTS:

PURCHASE OF BOOKS	83,935.85
SUBS. AND MEMB.	18,675.86
SPOKEN WORD	8,690.04
MUSIC	5,419.00
VIDEOS	15,051.81
BINDING	
E-BOOKS	4,718.00
DATABASES	21,072.86
MISCELLANEOUS	386.56
TOTAL PAYMENTS	157,949.98