

AYER LIBRARY

DIRECTOR'S REPORT

This October we see on display the breadth of programming we've built for our patrons through the creativity of our staff and our successful community partnerships. Story Ninja resumes after school, bringing us to three weekly storytimes—up from one last year. The Family Partnership returns with biweekly Music & Movement programs Tuesday mornings. Dungeons & Dragons offer one-off quests plus longer adventures for tweens and teens. Our monthly Pokemon Club is back in action. We celebrated National Hispanic Heritage Month with an all ages cooking class from Latino-owned Third Space Kitchen. We hosted another flu clinic and launched a new grief counseling group in partnership with Nashoba Associated Boards of Health. The Ayer Film Society continues its monthly screenings. Stitch Group is growing. And we added two new themed book groups for adults—Thriller Book Group and Historical Fiction Book Group—for a total of three. Meanwhile, highly anticipated repairs to the roof and HVAC system will conclude in early November. And while we've said farewell to one staff member, welcomed a former employee back temporarily, hired a new Clerk, and are actively working to fill our vacancies. Winter approaches, but we're keeping moving and staying warm!

FACILITIES

- We received good news that the boiler was available ahead of schedule and work would begin on 10/30. The Library will be without heat through the week. We will do our best to keep the building as comfortable as possible for staff and patrons.
- Roof repairs were completed, but did not entirely resolve the leak. Roofers will return to finish.
- I submitted our FY25 Capital Request on 10/23. We requested \$25,000 for sidewalk/exterior repairs.

ACTION PLAN

- **2.4.b. In Progress.** We have had to delay finalizing our work with staff SMART goals but will finalize conversations soon.
- **4.2.c. In Progress.** Children's Librarian Becca Kranz visited an ASRHS study hall on 10/4 and the freshman humanities classes (all of the English and History classes) on 10/13 to help students fill out library card applications, discuss research resources available via the Library databases, share news about our additions to the Teen Room, and gather suggestions for Library offerings. 35 teens made new cards from these two visits! We have not had success with our Anime/Manga/Comics Club, however, and have canceled that to consider other opportunities.

OPERATIONS

- On 10/2 the patron computer system was upgraded to CloudNine. This cloud-based solution offers a variety of new features that will allow us additional flexibility for patrons seeking to reserve library equipment.
- On 10/6 I met with Maura Deedy from the MBLC to discuss details of our policy drafts.
- We have seen an increase in Teen Room use already since Becca's outreach and the installation of the TV, Playstation 5, and gaming PCs.
- In coordination with the Town's Halloween festivities, the Library welcomed trick-or-treaters on 10/28. Many families made the trek over the bridge for a visit.
- Our Baby Bags project is moving ahead after further coordination with the Town Clerk, the Friends, and the Town Social Worker. We hope to launch the initiative in January.
- We are still awaiting input from Town Counsel on the new Patron Conduct Policy, Reading Room Policy, and Safe Youth Policy drafts.

PERSONNEL & PROFESSIONAL DEVELOPMENT

- Amy Leonard took the Library Juice Academy's Equity in Early Literacy course from 10/2-10/29 thanks to support from the Massachusetts Library System.
- On 10/4 Library Assistant Sue Hauk attended a training on running reports in Evergreen.
- On 10/17 Raye attended the New England Library Association conference.
- Caleb Brown resigned on 10/21. He will be very missed. We wish him the best!
- On 10/31 I attended a webinar about the NEH Preservation Assistance Grant. Based on what I learned, a more appropriate grant for our needs will be an MBLC grant opening in January that will offer financial support to conduct an assessment of our current archives.
- Isaiah Donovan was re-hired as a Library Substitute and will be filling in during November.
- We posted and interviewed for 2 part-time positions: Library Clerk and Office Assistant. Tirza Davis has been hired as our new Library Clerk. We did not identify an appropriate candidate for the Office Assistant.

TRUSTEES

- Robert Favini and Maura Deedy from the LBMC are offering another in-person trustee orientation on Wednesday, November 8, 2023 from 6-8 PM at Acton Town Hall. To register, visit <https://mblc.libcal.com/event/11421439>.

FINANCES

ACCOUNT	LINE	DESC	APPROPRIATED	ADJUSTED	SPENT	AVAILABLE	% USED
LIBRARY FY24			\$709,023.71	\$709,023.71	\$221,297.87	\$487,725.84	31.21%
01610	51000	Salaries	\$94,454.86	\$94,454.86	\$32,575.17	\$61,879.69	34.49%
01610	51100	Wages	\$367,954.35	\$367,954.35	\$96,553.36	\$271,400.99	26.24%
01610	52000	Services	\$76,900.00	\$76,900.00	\$37,714.06	\$39,185.94	49.04%
01610	52100	Utilities	\$20,000.00	\$20,000.00	\$1,881.90	\$18,118.10	9.41%
01610	54000	Supplies	\$14,000.00	\$14,000.00	\$6,715.86	\$7,284.14	47.97%
01610	54100	Materials	\$134,714.50	\$134,714.50	\$45,532.52	\$89,181.98	33.80%
01610	57000	Expenses	\$1,000.00	\$1,000.00	\$325.00	\$675.00	32.50%
CAPITAL FY24			\$25,000.00	\$40,000.00	\$0.00	\$40,000.00	0.00%
01999		HVAC	\$25,000.00	\$25,000.00	\$0.00	\$25,000.00	0.00%
01999		Roof	\$15,000.00	\$15,000.00	\$0.00	\$15,000.00	0.00%
CPC FY24			\$25,000.00	\$16,025.00	\$9,840.00	\$6,185.00	61.40%
23024	57001	Digitization	\$25,000.00	\$16,025.00	\$9,840.00	\$6,185.00	61.40%
STATE AID FY24			\$47,643.03	\$47,643.03	\$4,028.80	\$43,614.23	8.46%
26607	57000	State Aid	\$47,643.03	\$47,643.03	\$4,028.80	\$43,614.23	8.46%
ARPA BOILER FUNDS			\$75,000.00	\$75,000.00	\$0.00	\$75,000.00	0.00%
		Boiler	\$75,000.00	\$75,000.00	\$0.00	\$75,000.00	0.00%

TOWN

- On 10/18 I attended the Town Department Head Meeting.
 - The Town has instructed departments to take a conservative approach to capital requests this year. We have designed our submission with this in mind.
 - The Town will be changing health insurance groups at the end of the fiscal year. Employees will be enrolled with MIAA starting July 1, 2024.
- On 10/20 I attended the Water Basin plaque unveiling ceremony at Depot Square Park, held by the Ayer Office of Community & Economic Development.
- I attended the Fall Special Town Meeting on 10/23. All warrant articles passed.

USAGE, SOCIAL MEDIA, & PROGRAM STATISTICS

MEASURE	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOT
Visits	2314	2637	1798	2147									
Study Rooms	19	26	19	29									
Museum Passes	46	56	16	11									
Public PCs			488	265									
Wireless	159	186	142	163									
Web Hits	4584	4405	3311	3974									
New Patrons	59	50	34	41									
Circulation	6055	6792	5397	5491									
Overdrive	1320	1287	1187	1312									
Items Added	405	609	604	424									
FB Followers	1414	1429	1438	1445									
FB Reach	4196	2556	3032	2507									
FB Visits	1230	1077	1172	1127									
IG Followers	1045	1075	1090	1094									
IG Reach	307	315	408	365									
IG Visits	45	74	53	48									

FRIENDS

- The Board of the Friends of the Ayer Library met on 10/18. In order to orient ourselves to the creation of an MOU between the Library and the Friends, we had began a discussion about how to make the partnership as fruitful for all as possible. I plan to engage the Trustees in a similar conversation soon to guide this work.
- The Emily Sweeney Fundraiser on 9/17 earned the Library \$380.
- The Sy Montgomery fundraiser on 10/22 was very well-attended. The Friends sold 199 tickets and earned the Library \$1480.

PROGRAMMING

Youth Programs

10/3: Story Ninja Pirate (21)
10/4: Third Space Kitchen (8)
10/3: Empowerment Art (15)
10/5: Storytime Fall (25)
10/5: Teen D&D (5)
10/6: Pokemon Club (40)
10/6: Tot Time (17)
10/10: FPC Music and Movement (35)
10/10: Story Ninja Monster (29)
10/12: Storytime SRO Nicolo Police (30)
10/13: Tot Time (12)
10/14: Saturday Storytime (0)
10/17: Story Ninja (13)
10/17: Teen Lounge (8)
10/18: Lego Club (5)
10/19: Storytime Strega Mama (72)
10/20: Tot Time (13)
10/20: Fidget Friday (5)
10/24: FPC Music and Movement (28)
10/24: Story Ninja Fuse Beads (18)
10/25: D&D Weds Campaign (9)
10/26: Storytime Halloween/ Therapy dog (32)
10/26: FLLAC HS visit (7)
10/27: Tot Time Halloween (19)
10/28: D&D Sat Burncoat Volunteer (14)
10/28: Ayer Town Trick or Treat (120)
10/31: Story Ninja (8)

Adult Programs

10/03: Growing Places (30)
10/04: 50+ Job Seekers Networking Group (0)
10/04: Spooky Book Craft Night (4)
10/10: Flu Clinic (77)
10/11: Backyard Astrometry (6)
10/11: 50+ Job Seekers Networking Group (0)
10/14: Book Group: Suburban Hell (9)
10/14: Mushroom Talk with Jonathan Kranz (4)
10/17: Grief Meeting (2)
10/18: 50+ Job Seekers Networking Group (0)
10/21: Ayer Film - Get Out (4)
10/21: 50+ Job Seekers Networking Group (2)
10/25: Thriller Book Club (3)
10/31: Stitch Circle (5)

Displays

Kid/Teen Display: Halloween, First Voices,
Movie or Book, Purple Covers, National
Hispanic Heritage Month
Adult Displays: National Bat Month, Campy
Horror, Read like Barbie, Local Horror,
Backyard Astronomy, Mushrooms

Takeaways

Halloween Scavenger Hunt (120)
Banned Books Scavenger Hunt (20)
Kids Brain Bundle (40)
Adult Brain Bundle (215)
Adult Craft: Rope Ghost (25)
Tea of the Month: Pumpkin Spice (35)