

Alfred Box of Books Annual Report 2016

Prepared by Melanie Miller, Director

Approved by the Board of Trustees: February 6, 2017



Executive Summary

2016 was a busy year for the Box of Books. Patrons may have noticed many changes inside the building. In an effort to make our collection more accessible, visible and to meet the needs of the community the look of the library changed to accommodate two computer carrels for our public computers and cube seating in the children's room. These improvements were made possible with a grant from the Foundation for Southern Tier Libraries. We continue to make improvements to the library to better serve the community, and this year we saw another increase in program attendance, technology services, summer reading participation and early literacy programs.

Again we offered 39 hours of service with the help of Alfred State College and Alfred University work study students and numerous dedicated volunteers. We held 194 programs, 33 of which were during Summer Reading Program. This was an increase of 37% in programs offered. Additionally attendance at storytime increased 39%, and attendance at Summer Reading program events increased over 93%. Through a grant from Dollar General Literacy Fund we were able to offer 33 Summer Reading events, more than twice that offered in 2015.

The Alfred Box of Books continues to strive for the highest quality service to the community and has seen a very successful year.

2016 Accomplishments and Highlights

- Re-launched Mother Goose on the Loose Storytime Curriculum with 89 storytime sessions offered, with over 1000 children and caregivers attending. This is an increase of 39% in attendance. Mother Goose on the Loose focuses on music, movement, play, stories, rhymes and puppets, as well as developmental tips for parents.
- Thanks to a grant from the Dollar General Literacy Foundation, we were able to participate in 1000 Books Before Kindergarten, an early literacy initiative to encourage parents to read to young children.
- Offered many STEM (Science, technology, engineering and math) programs for children including our Mission:Mars! Program, a four week program in which children participated in hands-on activities to learn about Mars.
- Partnered with the Alfred Farmer's Market to reach more patrons and support community events.
- Partnered with Alfred State College's Women Engineers are Pioneers (WEP) club to hold STEM programs and model to young women the importance of females in these studies and careers.
- Held 95 one on one appointments for technology assistance and 8 group class sessions.
- Offered public computers for community use, with 792 uses in 2016, and increase of 38%.

Online Services

- 975 eBooks were downloaded from Overdrive. This was an increase of 11%.

- 630 audio books were downloaded from Overdrive, an increase of 14%.
- We provided access to 13,698 eBooks and 2385 audiobooks via online services.
- We are still working to market and grow Zinio usage. Zinio is an online magazine database that offers free access to over 90 subscriptions. In 2016 there were only 11 uses of Zinio by our patrons.
- Freegal, an online resource for downloading and streaming music had 283 downloads and 139 items streamed.

2016 In Review

Library Board of Trustees

The library trustees oversaw another successful tax increase of \$2,500. Trustees meet monthly to monitor library operations, budget and facilities.

Trustees continued efforts to work with Alfred University in order to obtain a lease agreement which would enable the Alfred Box of Books to apply for NYS construction aid funds, allowing us to make improvements to the building.

Trustees conducted a book sale during Alfred University's Family Weekend, participated in Hot Dog Day and held a chicken barbeque in fundraising efforts.

Library Administration

Library Director Miller was asked to participate in STLS's Central Planning Committee, a committee formed to advise the Central Library (Chemung County Library District) on spending Central Library Aid and Central Book Aid. Ms. Miller took part in the committee to create a plan on services the central library will provide to STLS member libraries for the next five years.

Additionally Ms. Miller serves on STLS's Youth Services Advisory Council, offering suggestions for the services for children and teens from STLS.

Ms. Miller also meets quarterly with the Allegany County Public Library Director's Association, a meeting of all Allegany County library directors. This allows Allegany County libraries to coordinate services, share ideas, participate in joint workshops and collaborate on various projects in order to provide quality service to Allegany County residents.

Ms. Miller continues to participate in conferences to continue learning, networking and gaining new skills. She was asked to participate in a workshop offered through New York State with the Lunar and Planetary Institute to provide STEM based activities to children.

Finances

Grants were received from the Alfred-Alfred Station Community Chest, Hot Dog Day Committee, Foundation for Southern Tier Libraries, STLS Coordinated Outreach Services Advisory Committee (COSAC), Allegany Area Foundation, and Dollar General.

The Dollar General Literacy Foundation grant for our summer reading program allowed us to increase the number of programs offered during summer, start the 1000 Books Before Kindergarten initiative and host larger community events- the Frozen Yogurt Social to kick off summer reading and the Wrap Up picnic to close summer reading.

Additionally, a grant from the Allegany Area Foundation allowed us to purchase STEM kits that will be available for families to check out. Each kit contains games, books, activities and toys for a specific discipline- science, technology, engineering or math. These kits will allow children and their families to enjoy fun and educational activities at home.

The library was awarded a COSAC grant from STLS to expand services and library materials for LGBTQ issues. We added books and DVDs to the collection featuring characters in the LGBTQ community. In early 2017 we will implement programming geared to LGBTQ issues, acceptance, community cohesion and tolerance.

Financial Summary 2016

Staff Development/ Professional Activities

Library Manager and Technology Coordinator Rima O'Connor was granted a scholarship from the New York Library Association (NYLA) to attend their annual conference in November. The NYLA conference is a way to network with other librarians around the state, see upcoming library technologies, and gain resources to bring back to our library.

The Director attended the Spring Continuing Education workshops offered by STLS in addition to other STLS workshops and meetings, webinars through ALA and other library organizations. Melanie also attended a two day workshop held by the Lunar and Planetary Institute to incorporate STEM learning into library programs.

Community Connections

The Board of Trustees participated in the Alfred community's Hot Dog Day festivities by selling tickets. They held the annual book sale with Alfred University's family weekend. We have worked closely with Alfred Montessori School this year in several grant writing projects and offer storytime opportunities and activities to students of the Montessori School. For the second year, we have worked with the Farmer's Market to sign patrons up for library cards, advertise community events and hold programs for children. The library also participated in the join ASC/ AU Community Service Day. We have recently built a partnership with Alfred State College's WEP club to assist in STEM programs and encourage participation of young women.

Friends Support

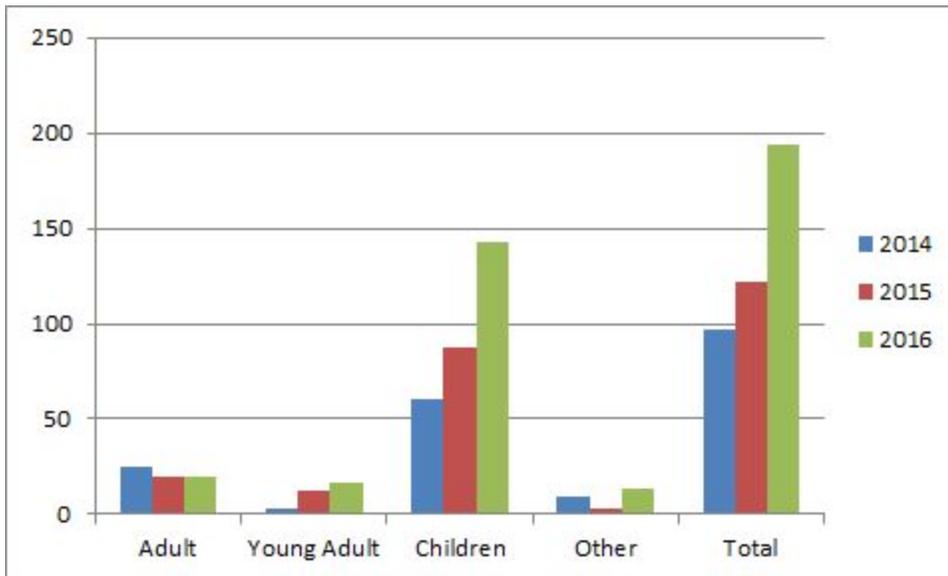
The Friends of the Library support the library's initiatives through fundraising, community engagement and outreach. The Friends held a Tasting, Tunes and Treasures fundraiser, raising \$3,000. For the chicken barbeque fundraiser, the Friends also supplied baked goods to

also support the library.

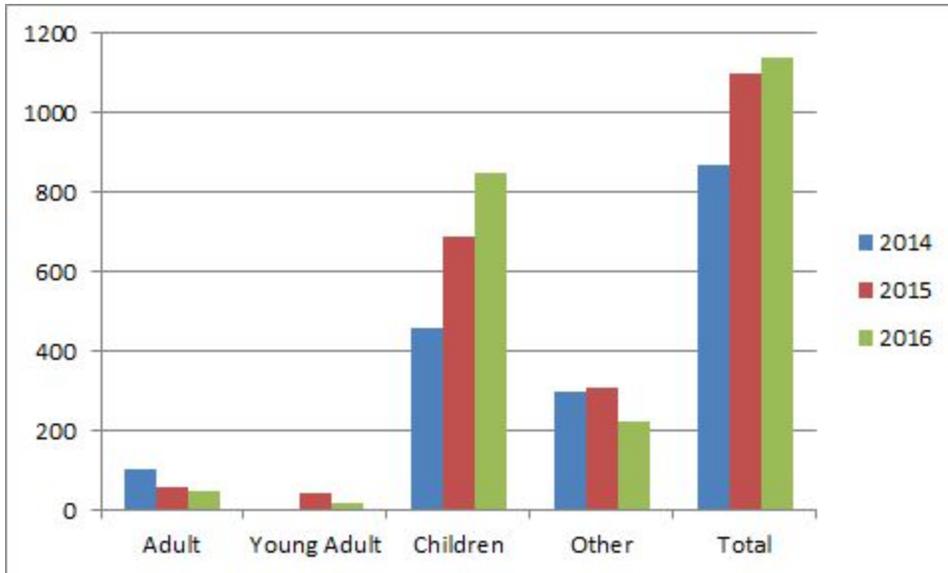
This year, the Friends helped with the installation of shelving units constructed by Joe Dosch in honor of Toni Olshan, a long time library volunteer and avid supporter.

Programs and Services

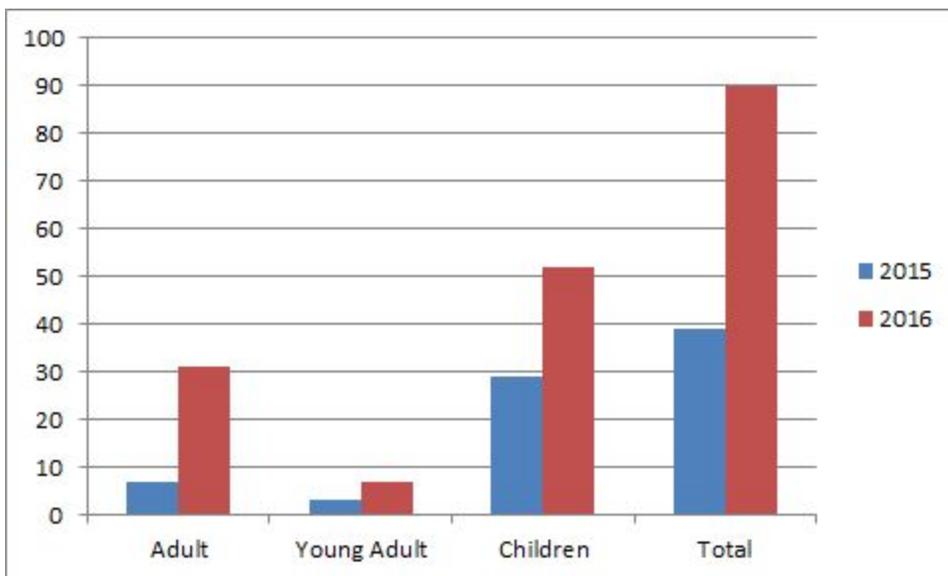
In 2016, library staff continued to provide high quality direct service to the community, including circulation of library materials, rotating collections, interlibrary loans, reference and outreach. Other services included programming for children, teens and adults. Once again, the library increased the number of programs offered throughout the year. A total of 194 programs were held for children, teens and adults.



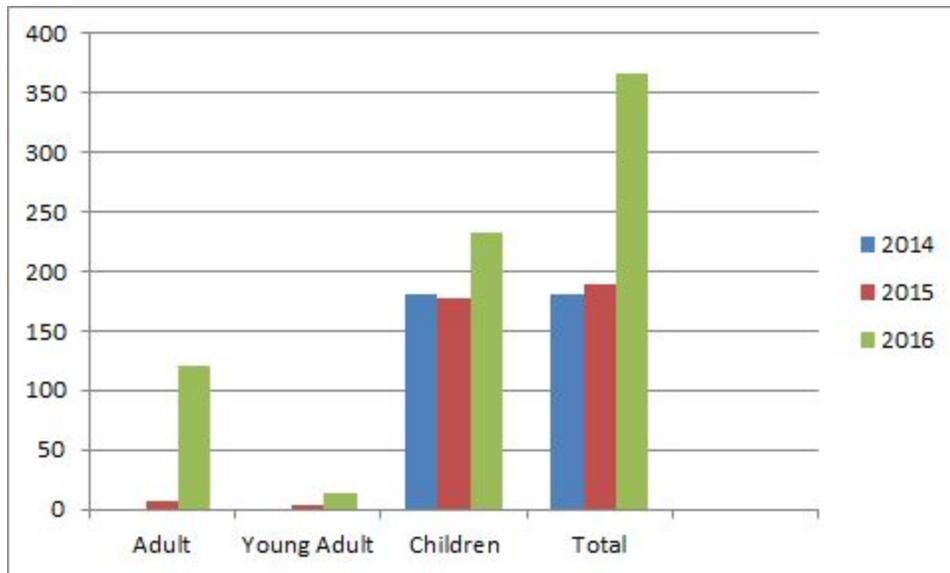
Attendance at these programs also increased. 1,137 people attended programming at the library in 2016.



Summer Reading saw the most dramatic increases. Total registrations for summer reading program increased from 39 total participants in 2015 to 90 in 2016.



Attendance at summer reading programs increased as well. In 2016, we had 366 attendees at programs held throughout summer reading, an increase of over 93% from 2015.



Additionally, the Alfred Box of Books saw a huge growth in our early literacy programs (storytime).

We offered 89 early literacy sessions, implementing Mother Goose on the Loose curriculum attended by 1008 parents, caregivers and children.

Collection Development

- 1,902 items were added to the collection, and increase of 56%.
- Processed over 257 gifts in kind added to the collection. Gifts in kind are donated books and materials that are accepted to add to the collection.
- Borrowed 2,546 items from other libraries- patrons put holds on materials from other libraries. This number decreased from 2015. This suggests that our collection is meeting the needs of our patrons.
- Lent 2,855 items to other libraries- meaning patrons from other libraries put holds on materials held in our collection. This number increased from 2015. This suggests that our collection is meeting the needs of patrons system-wide.
- Weeded items that have not been checked out in five or more years. When weeding we also consider the condition of the book, how many total checkouts it has, how many other libraries within the system have the title and its relevance to our patrons. Weeding allows us to keep our collection up to date with the needs of our patrons.
- Provided fiction and nonfiction hard cover books and audiobooks through McNaughton leasing service.
- Utilized Junior Library Guild to add new books monthly to our children's collection.
- Reduced the number of magazine subscriptions based on use and cost.

Technology

The Box of Books continues to make technology services available to the public. Through individual training sessions or classes offered throughout the year, the Box of Books strives to

meet the technology needs of our patrons. In 2016, we partnered with Almond library and Alfred-Almond Central School library to offer technology services once a month in Almond. In 2016, over 100 patrons benefited from technology services.

Personnel

Melanie Miller, Library Director/ Programming

Rima O'Connor, Library Manager/ Technology Coordinator

Trustees

Allison Snyder, President

Jim Felip, Vice President

Anna McHale, Financial Office

Pat LaCourse, Secretary

Pat Crandall

Martha Lash

Lana Meissner

Cathy Powers

Deb Stephens

Work Study Students

Marissa Ramirez

Sabrina Acla

Amanda Federico

Kayla Pembleton (10/2016)

Modinat Bakaare (5/2016-8/2016)

Volunteers

Zoe Coombs (Cataloging)

Gene Staiger (Cataloging/ Book Repair)

Jan Porter (Circulation Desk)

Mindy Lynne Smith (Circulation Desk)

Linda Lewandowski (Circulation Desk)

Dan Totten (5/2016)