



# Winchester

## PUBLIC LIBRARY

### Annual Report 2023



Winchester Public Library  
80 Washington Street  
Winchester Massachusetts, 01890  
[www.winpublib.org](http://www.winpublib.org)

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Winchester Public Library  
80 Washington Street Winchester, Massachusetts 01890

[www.winpublib.org](http://www.winpublib.org)

## LIBRARY STAFF

### Circulation Services

Rosanne Barrow  
Michelle Carta  
Anita Colasante  
Daphne Costa  
Dana Elder  
Erin Fagan  
Charles Gillis  
Leslie Kennedy  
Kristin MacLeod\*  
Kerry O'Brien  
Paulina Picerno  
William Pelosky - resigned July 2023  
Haley Hart\* - resigned March 2023  
Mary Sherburne  
Wanda Vitti  
Joseph Wilkins - resigned March 2023

### Technology and Information Services

Paula Cerrato  
Amanda Gogel  
Elaine LeGendre  
Katherine May  
Emelyn MacIntosh  
Kathleen Reidy  
Craig Smith\*

### Children's Services

Brittany DeLorme\*  
Karen Chmielewski  
Kelly McMaster  
Victoria Whipple

### Bibliographic Services

Meghan Cericola  
Anthony Corsentino\*  
Judith Holland  
Barbara Jean Mirabile

### Administration

Linda Bohan - resigned May 2023  
Michelle Carta - new position June 2023  
Christine Amatrudo  
Nicole Langley\*

### Maintenance Department

Stephen DeMaio  
Hrachik Diloyan - resigned April 2023  
Rudolph DiTonno\*  
Joe Donahoe  
Robert Fucarile  
Alfred Miola\* - resigned March 2023

\*Department Head

## LIBRARY TEMPORARY STAFF

Temporary staff work fewer than fifteen hours per week or work only occasionally.

Veronica Amorim  
Karina Barrozo  
Sarah Cognata - resigned December 2023  
Douglas Cromwell  
Sarah Feldman  
Dante Fiore  
Shirley Gillming  
Hilary Grant  
Nathalie Harty - resigned December 2023  
Lisa Hill  
Elaine Karp  
Julie Kinchla  
Aileen Kounaves

Theresa Lamb  
Sarah Lewis  
Stephen Lenhardt  
Mary Beth McAteer  
Alex Milt  
Gerry Pothier  
Robin Rapoport  
Denise Robinson  
Myroslava Shryprykevich  
Janet Spiller - resigned December 2023  
David Strugnell  
LeeAnne Toner  
Charlotte Woo

## **BOARD OF TRUSTEES**

The Board of Trustees is the governing body of the Winchester Public Library as established under Massachusetts General Laws Ch.78, Sec. 10-13, and 21. The Board exercises powers and authority and assumes the responsibility delegated to it under this statute and the Winchester Home Rule Charter Section 3-6. The Board consists of five members elected for three-year terms.

David H. Coughlan, Chair  
Appointed 2022. Term to expire 2025

Angela Murdough, Vice Chair  
Elected 2017. Term to expire 2026

Wendy Karle  
Elected 2019. Term to expire 2025

Jane Murray, Vice-Chair  
Elected 2009. Term to expire 2024

Victoria Garcia-Albea  
Elected in 2023. Term to expire in 2026

## **LIBRARY DIRECTOR**

Nicole Langlely, Director

In the year 2023, further rollbacks of COVID procedures continued. Overall, attendance in the Library and at in-person programming grew to or exceeded pre-pandemic levels.

The Library's wifi received a needed upgrade in Fall 2023. The building was rewired and new wifi access points were installed. Several access points were added to ensure coverage throughout the building. This project was completed with ARPA funds and through the support of the Town Manager and the Select Board. In 2024 and beyond, more technology improvements are planned, including new security cameras, a new phone system, and more!

The most significant changes in the Library continued to be in staffing. In 2023, there were a number of new staff members at all levels, including the following: a new Head of Bibliographic Services (January), a new Assistant Director (February), a new Head of Circulation Services (June), a new full-time Administrative Assistant (June), a new Head Custodian (June), a new full-time Bibliographic Services Librarian (August). Staff training and efforts to maintain institutional memory will be priorities in 2024 and beyond, especially if turnover continues.

## ADULT PROGRAMMING AND VOLUNTEERS

Christine Amatrudo, Assistant Director

### Programs for Adults

In February 2023, Christine Amatrudo stepped into the role of Assistant Director and began planning programs for adults. Due to the prolonged transition between Assistant Directors, program statistics understandably dipped in 2022 but have risen steadily throughout 2023.

Craft workshops, whether led by librarians or hired instructors, were consistently the most popular programs. This year, attendees had the opportunity to try needle felting, painting, beading, crafting with old book pages, and more.

Historical topics proved to be a draw as well. Large audiences attended author talks with Dan Gagnon (*A Salem Witch*) and Anthony Amore (*Stealing Rembrandts*), a dramatic portrayal of Queen Elizabeth II by Sheryl Faye, and a virtual lecture on the 250th anniversary of the Boston Tea Party.

The Friends of the Library continued their Speaker Series with five lectures on a variety of topics from conservation to American higher education. They also organized a hugely successful Spring Open House, an event originally planned for March 2020. The long-awaited event brought in nearly 1,000 people of all ages. Attendees enjoyed a scavenger hunt, crafts, a bake sale, and a silent auction.

Other popular programs include monthly librarian-led book clubs, like the long-running Hot Reads and the new Monday Night Mystery Book Club. We also partnered with Wright-Locke Farm to offer a “Chicken Coops for Beginners” workshop and several hugely in-demand cooking classes. We are grateful to the generous community members who shared their talent and expertise in special events like Memoir & Meditation, Chinese Calligraphy and the Preface to the Orchid Pavilion Poems, and Introduction to Mindfulness.

	Adult Programs	Attendees
2023	194	1,263
2022	126	1,115

The Winchester Co-operative Bank generously funded our Adult Summer Reading program once again. We used the funds to print full color event brochures and to purchase weekly prizes (gift cards to local businesses). We were also able to offer special programs, including art workshops, a cooking class at Wright-Locke Farm, and a family video game night. Clearly, our efforts paid off: the Adult Summer Reading program drew a total of 77 participants, a 220% increase from

2022 (24 participants). While we are still far below our pre-pandemic high (170 participants in 2019), the program was well-received and much was learned for next summer.

**Volunteers**

When the building closed during the pandemic, the Library needed volunteer greeters to check patrons in for their timed appointments. Now that the building has been fully open for two years, our volunteer team has returned to its pre-pandemic size and their focus has shifted back to typical library tasks. They assist with shelf-reading, the painstaking but essential task of verifying that library materials are in the right order on the shelves. They also mend and process items in preparation for their return to the shelves. While total volunteer hours decreased in 2023, the number of items mended or processed by volunteers more than tripled. We are so grateful to our dedicated volunteers. They give their time to help the Library run more smoothly, to the benefit of Library staff and patrons alike.

	<b>Volunteers Hours</b>	<b>Items Mended or Processed</b>
<b>2023</b>	260	993
<b>2022</b>	350	323

**BIBLIOGRAPHIC SERVICES**

Tony Corsentino, Department Head

**Items Added**

Bibliographic Services added 9,770 new items to the collection during the year 2023. This is a 9.2% decrease over the size of additions (10,761) in 2022. The bulk of this decrease is attributable to decreases in the numbers of Adult Print Nonfiction and Adult AV items (both video and music) added in 2023. The decrease in Adult Print Nonfiction is attributable mainly to the lack of shelf space to accommodate further expansion. (See below, under “Items Withdrawn.”) Lower numbers in AV would be justified *prima facie* by a slackening in patron demand for these materials, given the increased availability of streaming media. However, actual patron usage statistics complicate this argument. (Again, see below.) We are considering the role of AV materials in our collection development policies for 2024.

Children’s collection of Wonderbooks (print books with built-in audio players for reading along) expanded massively in 2022, and that expansion continued, on a smaller scale, in 2023. 113 were added in 2022, and 72 in 2023. 2023 also saw a continuation of the 2022 expansion of the Library of Things collections, especially in the Adult collection. Additions to this collection include:

- Chromebooks and MacBook Air
- Chromebook/hotspot kits
- Beach tents and umbrellas
- Karaoke machine
- Instant Pot
- Canning kit
- Ukulele
- Trekking poles
- “Party in a Box” (portable stereo and party lights)

We have continued to add Playaway audiobooks to our Adult collection, because demand persists for a portable audio player that is compatible with headphones and car stereo systems that include an Auxiliary audio input. Console games remain an area of growth, with roughly the same added in 2023 as in 2022 (116 vs. 113).

### **Items Withdrawn**

Adult print fiction was substantially weeded in 2023: 3,782 items withdrawn, compared to 2,153 added. This is perennially necessary, because shelf space for Adult print items is almost completely filled. We are compelled to use shelves that are difficult for many of our patrons to reach—low and high shelving. To alleviate this problem, we must aggressively manage the size of our collections. This is a priority for Bibliographic Services in 2024.

Adult DVDs and Blu-rays were substantially weeded as well: 568 withdrawn, compared to 286 added. The primary justification was to weed for condition: many of our discs are worn and scratched, compromising playback. Video discs remain popular with our patrons. In fact, their relative *circulation* in our overall collection is higher than their relative *numbers* in our overall collection. In this sense, they “overperform.” Despite the growing popularity of streaming media—with Kanopy and Hoopla both offering patrons movies and TV shows—patrons continue to demand discs. This is also true, to a lesser degree, with music CDs.

Children’s AV, on the other hand, underwent a substantial reduction in 2023. Only one item was added to the Children’s DVD and Blu-ray collection; 125 were withdrawn.

The 2022 Bib Services report stated that “print magazines are in decline.” As a statement about the publishing industry, that remains true. Various titles, including *Interweave Knits*, *Vogue Knitting International*, and *J-14*, are now defunct. However, we have made efforts to shore up and diversify our magazine collections, adding, for example, a number of titles in the visual and graphic arts, and in science: *Artforum*, *Aesthetica*, *Astronomy*, *MIT Technology Review*, and *Smithsonian*, among others.

### **Projects and Process Changes**

Among the projects completed or underway in Bibliographic Services in 2023 are the following:

- DVD/Blu-ray withdrawals in both Adult and Children’s collections;
- Completion of conversion to in-house nonfiction cataloging (eliminating vendor-supplied DDC call numbers);
- Expansion of the adult Library of Things collection (see above);
- Comprehensive reclassification of Children’s Print Nonfiction, eliminating DDC numbers in favor of a system of subject labeling. (For more consult the Children’s Department report.)

**Staffing Changes**

BJ Mirabile and Judi Holland continued to excel in their roles as cataloging/processing and acquisitions assistants. Volunteers Gaby Fryklund, Mary Farrell, and Martha Lewis continued to perform valuable services mending books and A/V items, processing new items, and pulling existing items from our collections for reprocessing.

Our major staffing change in 2023 was the addition of Meghan Cericola as a full-time cataloging librarian. Meghan was hired from an impressive pool of candidates for the position, and she has performed with distinction. Thanks to Meghan’s presence, we have been able to take on the projects listed above—most notably the reclassification and relabeling of Children’s print nonfiction.

**Summary**

Here is a detailed summary of collection activity and holdings.

	<b>2022 HOLDINGS</b>	<b>2023 HOLDINGS</b>	<b>% CHANGE 2022-2023</b>	<b>ITEMS ADDED 2022</b>	<b>ITEMS ADDED 2023</b>	<b>% COLLECTION ADDED IN 2023</b>
<b>ADULT</b>						
<b>Circulating Print</b>						
Fiction	14,318	14,342	0.17%	1,936	1,972	13.75%

Large Type	807	874	8.30%	208	193	22.08%
Young Adult	2,055	2,440	18.73%	669	443	18.16%
Non-fiction	25,244	23,615	-6.45%	2,512	2,153	9.12%
<b>Total</b>	<b>42,424</b>	<b>41,271</b>	<b>-2.72%</b>	<b>4,9657</b>	<b>4,761</b>	<b>11.54%</b>
<b>Circulating Audiovisual</b>						
Video	5,827	5,545	-4.84%	429	286	5.16%
Music	2,268	2,314	2.03%	160	58	2.51%
Books on CD	1,405	1,397	-0.57%	103	105	7.52%
Spoken Playaway	160	179	11.88%	0	22	12.29%
CD-ROM	0	0	0.00%	0	0	0.00%
MP3	9	9	0.00%	1	0	0.00%
Console Game	387	502	29.72%	113	116	23.11%
YA Books on CD	4	4	0.00%	0	0	0.00%
YA Playaway	9	9	0.00%	0	0	0.00%
<b>Total</b>	<b>10,069</b>	<b>9,959</b>	<b>-1.09%</b>	<b>806</b>	<b>587</b>	<b>5.89%</b>
<b>Non-Circulating</b>						
Reference	783	780	-0.38%	32	26	3.33%
Local History	666	666	0.00%	2	0	0.00%
<b>Total</b>	<b>1,449</b>	<b>1,446</b>	<b>-0.21%</b>	<b>34</b>	<b>26</b>	<b>1.80%</b>
<b>Equipment</b>	120	147	22.50%	37	32	21.77%
<b>Adult Total</b>	<b>54,062</b>	<b>52,823</b>	<b>-2.29%</b>	<b>5,842</b>	<b>5,406</b>	<b>10.23%</b>

<b>JUVENILE</b>						
<b>Circulating Print</b>						
Fiction	17,173	18,518	7.83%	3,276	2,939	15.87%
Non-fiction	9,984	10,848	8.65%	1,390	1,321	12.18%
<b>Total</b>	<b>27,157</b>	<b>29,366</b>	<b>8.13%</b>	<b>4,666</b>	<b>4,260</b>	<b>14.51%</b>
<b>Circulating Audiovisual</b>						
Video	647	523	-19.17%	6	1	0.19%
Playview	3	3	0.00%	0	0	0.00%
Music	112	109	-2.68%	1	0	0.00%
Books on CD	420	412	-1.90%	0	0	0.00%
Spoken Playaway	290	300	3.45%	72	19	6.33%
CD ROM	0	0	0%	0	0	0.00%
Launchpad	5	5	0.00%	1	0	0.00%
Wonderbooks	170	241	41.76%	113	72	29.88%
<b>Total</b>	<b>1,647</b>	<b>1,593</b>	<b>-3.28%</b>	<b>193</b>	<b>92</b>	<b>5.78%</b>
<b>Non-Circulating</b>						
Reference	78	78	0.00%	0	0	0.00%
Professional	82	86	4.88%	0	4	4.65%
Ebook	83	83	0.00%	0	0	0.00%
<b>Total</b>	<b>243</b>	<b>247</b>	<b>1.65%</b>	<b>0</b>	<b>4</b>	<b>1.62%</b>
<b>Equipment</b>	<b>67</b>	<b>73</b>	<b>8.96%</b>	<b>60</b>	<b>8</b>	<b>10.96%</b>

<b>Juvenile Total</b>	<b>29,114</b>	<b>31,279</b>	7.44%	<b>4,919</b>	<b>4,364</b>	13.95%
<b>Grand Total</b>	<b>83,176</b>	<b>84,102</b>	1.11%	<b>10,761</b>	<b>9,770</b>	11.62%

**TECHNOLOGY AND INFORMATION SERVICES**

Craig Smith, Department Head

**2023 Overview**

2023 was a year of growth for the Library and for the Information Services department. We are once again a destination for the residents of Winchester and surrounding communities – providing a third space in which to learn, work, relax, and socialize. Upgrades to our technology infrastructure in 2023 have contributed to a significant increase in patron visits, with many patrons now joining us for most of the day as they work. Our new teen space became available in the autumn, providing a much needed area for young adults to congregate, socialize, and study.

**Staffing**

Information services saw far fewer staffing changes than in 2022. All together we filled three positions and are now a fully staffed department.

- Kathleen Reidy joined us at the very end of 2022 as a 19-hour employee. Her training period was completed at the beginning of 2023. Kathleen has taken on a significant portfolio of responsibilities, from fiction selection to museum passes.
- Emelyn Macintosh was promoted to a 19-hour per week position. She had previously been a 15-hour employee. Emelyn is a talented graphic designer and is responsible for weekly emails, social media posts, and creating posters and graphics for print, web, and display.
- Michelle Houslanger was hired in the autumn as a 19-hour per week employee with a specialization in technology. She has been instrumental in several large technology projects.

## **Technology**

Assisting patrons with technology is a substantial part of our work in Information Services – From solving simple technical issues to instructing patrons in the use of both personal and library provided technology. Patron interactions revolving around technology were up 31% over 2022 and make up a significant portion of our long duration (over 10 minutes) encounters.

As part of our technology services, we had several significant technology upgrades in 2023:

- **WiFi Network**

Our new WiFi network, funded by the American Rescue Plan Act, came online at the end of June 2023. The network cables in the building were unable to provide the needed bandwidth and new ethernet cabling had to be run throughout the Library. While we had the group in rewiring, we had them add ethernet drops for a new VoIP phone system that could roll out sometime in 2024.

Wireless is heavily used by nearly all our patrons, with many spending their days with us using our network to do remote work. Fast and reliable broadband is now expected of all public libraries and the new network delivers ten times the speed of our prior network with near 100% up time.

2023 saw a 46% increase in wireless network use over 2022 - from 36,290 to 53,066 connections. The speed, stability, and ease of use we invested in with this new network has paid off, bringing in new patrons and making the experience of our existing patron base more enjoyable.

<b>Wireless Network Usage 2023</b>	<b>Wireless Network Usage 2022</b>
53,066	36,290

- **New Patron Desktops**

We began 2023 with severely antiquated and highly restricted public desktop PCs. None of them could run anything faster than Windows 7 and their security began to crumble at the same time as many of them reached end-of-life. At the end of the summer of 2023 we replaced all 12 with new desktops running Windows 11. The new machines feature DeepFreeze, software that automatically resets the computer at the end of a user session removing all of their changes and protecting patron privacy as never before. With new privacy controls and up-to-date systems, our public computers are now faster and more secure than ever before.

- **New Lendable Chromebooks**

We started 2023 with 20+ lendable chromebooks, all of which were no longer compatible with Zoom and were no longer receiving software updates. Chromebook borrowing fell off significantly in 2022 and the beginning of 2023, so those 20 were replaced by 6 new chromebooks. This reduced the footprint of our lendable computer offerings, but increased their utility. Demand hasn't yet exceeded capacity and we expect these chromebooks to continue meeting our needs for the next few years.

### **Patron Interactions**

Patron interactions are the core of our work in Information Services. From tech help to finding the perfect beach read to hunting down a hard to access article, we work in a dynamic environment meeting the needs of all adult library patrons. In 2023 we saw an 18% increase in patron interactions over 2022. Nearly all the gains are from in-person interactions and represent a significant increase in patron visits to the library.

Other highlights:

- Appointments, largely technical and research assistance, are up 20%
- Tech help interactions increased 31%
- Readers advisory increased 26%

<b>Total Patron Interactions 2023</b>	<b>Virtual (Phone and Email)</b>	<b>In Person</b>
15,051	2,692	12,359

<b>Total Patron Interactions 2022</b>	<b>Virtual (Phone and Email)</b>	<b>In Person</b>
12,771	2,437	10,334

### **Study Rooms**

Study rooms are one of our most popular offerings – 2023 saw a 30% increase in usage over 2022! They are heavily used throughout the day, especially in the after school time block (3:00p - 6:00p) on weekdays. We offer four group study rooms, available to Minuteman Library Network cardholders, and patrons may book two hours in a room twice a week.

<b>Study Room Bookings 2023</b>	<b>Study Room Bookings 2022</b>
3,998	3,075

### **Museum Passes**

Museum passes saw a 19% increase in use over 2022. Passes are a very popular offering, especially over school vacations and all summer. The New England Aquarium, the Museum of Science, and the Museum of Fine Arts remain our most requested passes. The Museum Pass program is funded by the Friends of the Library, as well as generous grants from the EnKa Society and the Rotary Club of Winchester.

<b>Museum Pass Bookings 2023</b>	<b>Museum Pass Bookings 2022</b>
2,518	2,123

### **Young Adult Programming**

While teens are welcome at many adult events, there are a subset directed exclusively at them. From international snack taste tests to pumpkin painting to board game Fridays, our Young Adult Librarian has been running creative and innovative events for our teen patrons. Staffing shortfalls led to a decrease in YA programming in 2022, but numbers bounced back in 2023. With the new Teen Corner on the top floor, we expect Young Adult Services to continue growing in 2024.

<b>Total YA Programs 2022</b>	<b>Attendees</b>
25	186

<b>Total YA Programs 2023</b>	<b>Attendees</b>
87	420

### **Databases**

Databases, or electronic resources, are online services we provide to our patrons. From Consumer Reports to streaming video, we offer access to a world of information 24/7 from anywhere in the world. Our database collection is curated to meet patron demand and we advertise through several channels to increase that demand. Our database/electronic resource

holdings were used 36,194 times in 2023 – a 13% decrease from 41,866 in 2022. This decrease can be attributed to a few factors:

- After offering an at-home version, Ancestry is now back to being in-library use. While still a very useful service, we're seeing fewer patrons accessing it this year.
- We did away with some underperforming databases, like Oxford Reference, and that reduced total use.
- Patrons are once again accessing our physical collections in greater numbers now that the pandemic has passed.

In addition to the resources we provide access to, we receive access to several databases through our membership in the Minuteman Library Network (MLN) and the state. In 2023, patrons used the offerings from MLN 3,504 times and the state offerings 2,625 times.

Further, our collection of yearbooks and pre-2005 issues of the Winchester Star are available through the Internet Archive (archive.org) and this year saw 61,066 views. This number is broken out of the other database numbers provided because we don't pay for the Internet Archive.

### **Interlibrary Loan & Commonwealth Catalog**

Despite the size of our library network, there are materials that aren't in our collective holdings. When needed, we have two channels for obtaining said materials for patrons – the Commonwealth Catalog (ComCat) for access to all libraries in Massachusetts, and Interlibrary Loan (ILL) for all of the libraries in the rest of the United States.

In 2023 we borrowed 158 items from Commonwealth Catalog (ComCat) member libraries and lent 219 items to other libraries in Massachusetts. During that same period we processed 95 requests for materials through the Interlibrary Loan (ILL) system. In addition, we procured 18 articles from the Boston Public Library through the Iliad system.

### **Conclusion**

2023 was a year of expansion as we updated our technology offerings and added staff to fill spaces left by departures. Our YA space and services are bringing in more teen patrons while our wifi and comfortable atmosphere are bringing in more adult users. Our goal is to make the library a great place to be for everyone and I believe we're achieving that goal with each improvement to library services.

## CIRCULATION SERVICES

Kristin MacLeod, Department Head

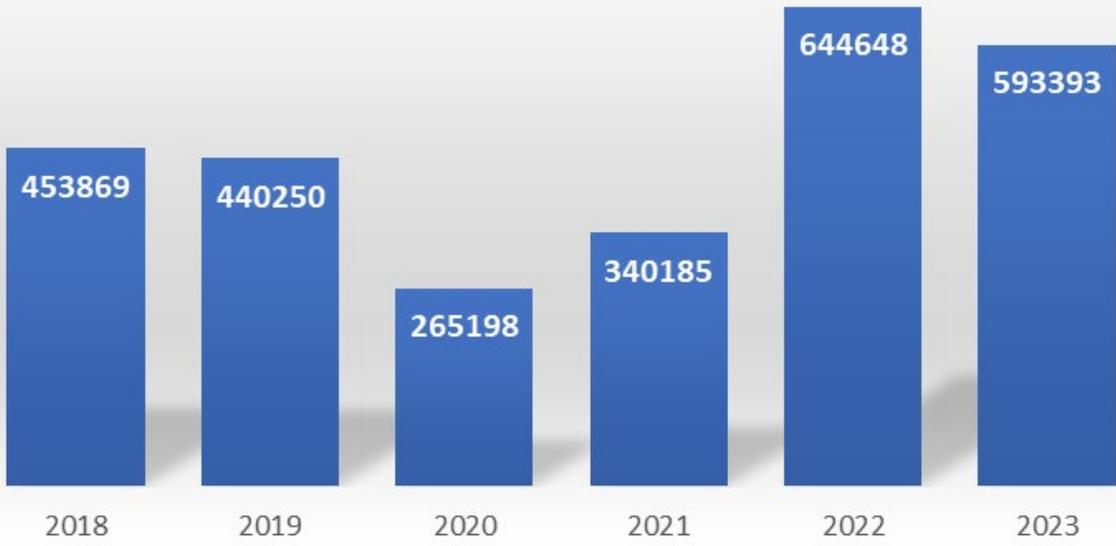
### Circulation Statistics

Circulation Services continues to be a bustling place and a central hub of library service for Winchester Public Library's patrons. In 2023, we welcomed 168,254 visitors, an increase of 13% from last year, continuing the trend towards pre-pandemic visitor levels. 1,248 new library cards were created, an increase of 15% over 2022.

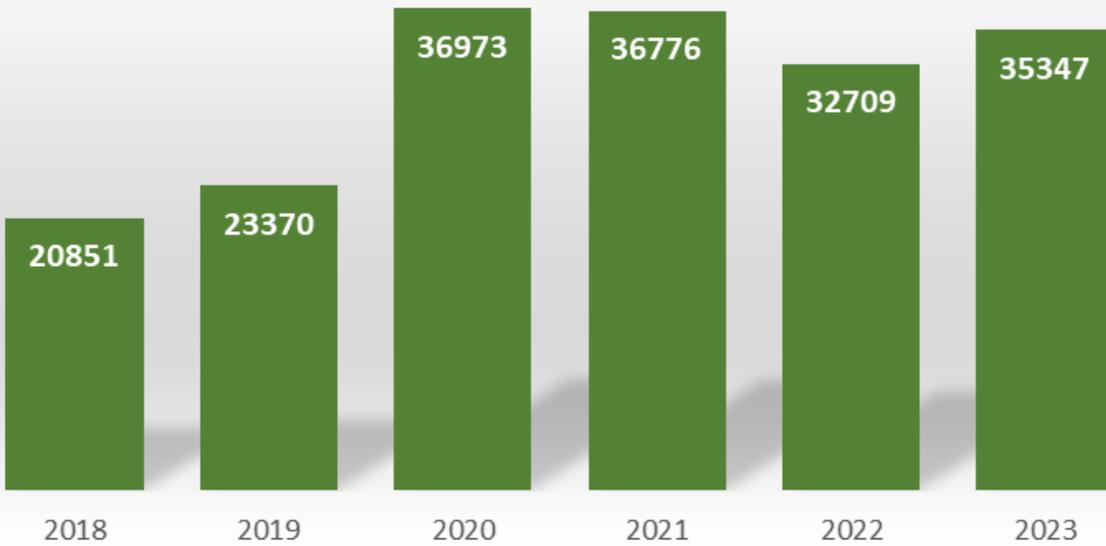


Total circulation for 2023 was 593,393, a decrease of 8% from 2022, but significantly more than the pre-Covid years of 2018 and 2019. There were 59,109 checkouts of eBooks and eAudiobooks on OverDrive in 2023, as well as 5,777 mobile checkouts using the Minuteman Library Network App. Removing OverDrive materials and mobile checkouts, the Circulation Services Department handles an average of 44,088 items each month.

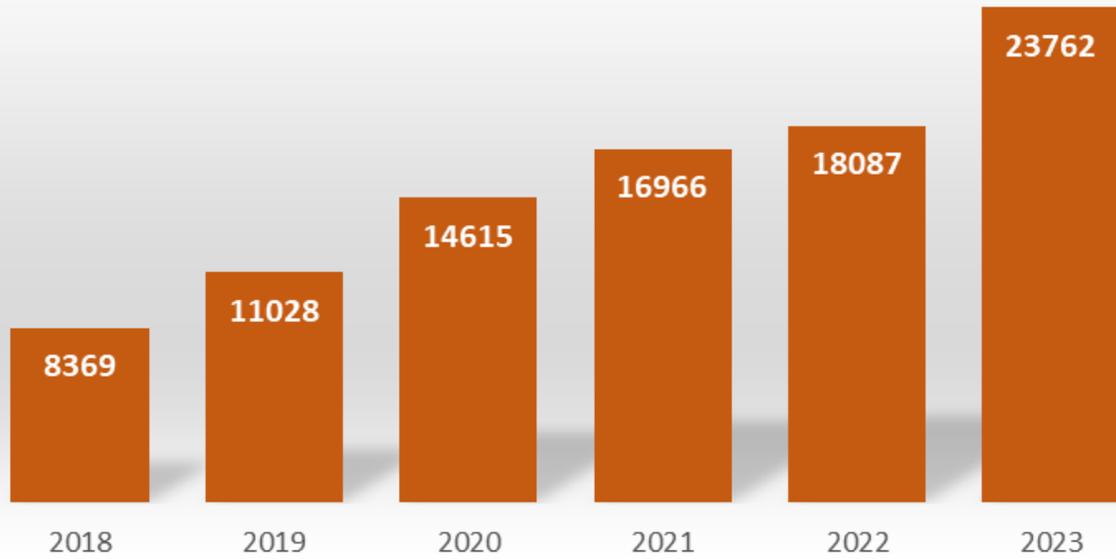
## Total Circulation



## eBook Circulation

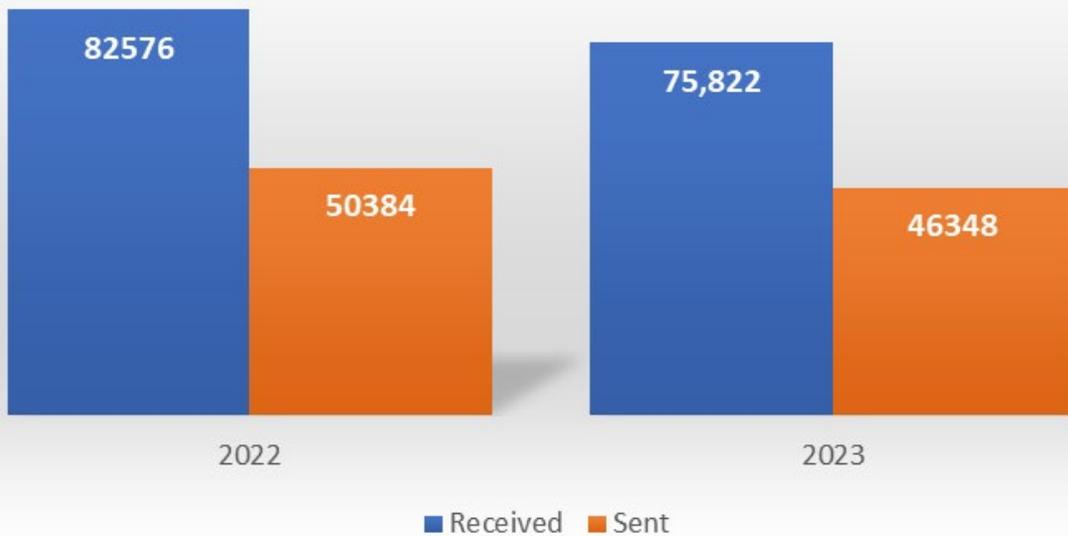


## eAudiobook Circulation



In addition to overseeing the circulation of Winchester materials, Circulation Services also manages the flow of materials to and from other Minuteman Network libraries. In 2023, Winchester Public Library received 75,822 items from other Minuteman Network libraries and sent out 46,348 items.

## Minuteman Network Delivery



Winchester Public Library is proud to offer home delivery service for homebound Winchester residents. This year, Circulation made 296 deliveries of 995 items to 28 individual patrons, increasing the amount of deliveries by 8%.

### **Staffing**

In 2023, Circulation Services welcomed several new staff members. The team was joined by Kristin MacLeod as Head of Circulation, as well as three new part-time Circulation Aides: Dana Elder, Erin Fagan, and Maria Skiffington. We also added two new additional Circulation Aide Substitutes: Karina Barrozo and Dante Fiore.

### **Projects**

In order to improve patron access to materials, several large shifting projects in the Adult Non-fiction, Adult Fiction, and Young Adult areas were completed by Circulation Services in 2023.

At the end of 2023, the Head of Circulation Services and the Assistant Library Director met with several vendors of library self-checkout stations. WPL's existing stations are reaching obsolescence and beginning to require frequent repair. After meeting with three vendors and receiving quotes from each of them, the vendor MeeScan was selected and the self-checkout stations were ordered. We look forward to them being implemented and installed in the first half of 2024.

## **CHILDREN'S SERVICES**

Brittany DeLorme, Department Head

### **2023 Overview**

2023 was a wonderful year in Children's Services!

### **Staffing**

Children's Services was fully staffed with one full-time Department Head, one full-time Children's Librarian and two part-time Children's Librarians for all of 2023.

### **School Outreach**

We continued to offer school visits to any classes, schools, and school libraries who wanted them, and in 2023 we provided everything including storytimes, database instruction, and public library field trips for PreK through Middle School. It's always been a joy to collaborate with the Winchester Public School librarians and teachers, and we look forward to continuing this teamwork for years to come.

### **Collection Development**

The Children's Non-Fiction Collection saw huge changes in 2023. During the Summer and early Fall all four Children's Librarians collaborated to write a new classification system for the non-fiction collection. The new system, dubbed the WILLOS (Word-based Interfiled Library Location Organization System) Method, classifies Children's non-fiction materials by subject and not by number. The idea behind the change is that children use scaffold-style, subject-based classification all the time (e.g., Animals/Pets/Dogs and Nature/Weather/Tornados), so it made sense to incorporate a structure they're already familiar with here in the Children's Room. Many Children's Rooms (in the Minuteman Library Network and beyond) are currently in the process of reorganizing their non-fiction collections. Our goal is to not only help the children of Winchester find books more efficiently, but to also bring our new method to conferences across the country to aid other Children's Rooms and Libraries in the transition.

In coordination with Bibliographic Services we were able to begin putting the plan into action during the month of October, and by the end of December were halfway completed with the project. Almost immediately we began to receive positive feedback from the community! We look forward to completing the project in early 2024.

### **Programming, and Patron Interactions**

Our librarian-led Storytimes in Series continued to be consistently popular: Step into Storytime (weekly; stories and songs, all ages), Itsy Bitsy Readers (twice weekly; stories, songs, and literacy tips, infants), Pattycake Place (weekly; toys, stories, and songs, toddlers), and Shake, Rattle, and Read (weekly; songs, music, and stories, ages 2-3). Itsy Bitsy Readers was so popular that we had to add an additional session to accommodate all interested families!

Additionally, on the topic of stories, we expanded our Storywalks at Wright-Locke Farm. We now offer a Spring, Summer and Fall Storywalk. The Winchester Cooperative Savings Bank generously donated the funds again that allowed the Storywalks to be run and maintained for all three seasons! We continued our collaboration with Wright-Locke Farm and the farm's Chef Kelcy Scolnick by running our always popular kids' cooking program In the Kitchen for Kids (quarterly; cooking program for kids ages 7+), at WLF for a second year in a row.

We also experienced several new and exciting collaborations during 2023. Registered Nurse and certified Sleep Consultant Lynne Caldwell brought her Counting Sheep sleep training methods to new (and often exhausted) parents. The Children's Room was awarded a Local Cultural Council grant geared towards bringing Art classes and education to kids in grades 2-5 in collaboration with Studio on the Common. We partnered with Chip in Farms for the first time in 2023 to bring

Goats and Giggles to the Library Lawn on Town Day and then later in the year Goat Yoga (a collaboration with our Young Adult Librarian).

Another win for 2023 was that our Kids Summer Reading Program was fully-in person for the first time since 2019. Our Find Your Voice 2023 Kids Summer Reading Program incorporated the five early literature concepts of Read, Write, Sing, Talk, Play, had participants wind their way through a printed maze of challenges, and culminated with a Karaoke Party on the lawn with the help of another new collaborative partner, Bach to Rock.

And finally, as expected, outdoor programming was still hugely successful in 2023, most specifically outdoor concerts. Rockabye Beats and Matt Heaton and the Outside Toys once again drew large crowds; due to their popularity we plan to continue offering outdoor concerts.

Below are some comprehensive and comparative Children’s Services programming statistics:

<b>Total Children’s Programs 2023</b>	<b>Total Children’s Programs 2022*</b> (includes Virtual and Hybrid Programs)
<b>487</b>	<b>252</b>

Patron interactions continued to increase in 2023. Below are some comprehensive and comparative Children’s Services patron interaction statistics:

<b>Total Patron Interactions 2023</b>	<b>Total Patron Interactions 2022</b>
<b>6,715</b>	<b>5,278</b>

We look forward to another wonderful year of bringing songs, stories, crafts, information, and early literacy education to the families of Winchester!

## **BUDGETS**

	<b>FY 23 Budget</b>	<b>FY 24 Budget</b>
Permanent	1,649,378	1,663,715
Sick Leave Buy Back Non-Union	19,594	17,475

Temporary	118,776	88,988
Overtime	58,550	61,155
<b>Personnel Services Total</b>	<b>1,846,298</b>	<b>1,831,333</b>
Office Supplies	16,400	16,400
Printing and Supplies	350	400
Books and Periodicals	295,000	320,000
Cleaning Supplies	1,750	1,750
Household Supplies	3,600	3,600
Electrical Supplies	1,200	1,200
Hardware	500	500
Painting Supplies	450	450
Small Tools	600	600
Chemicals	0	300
Food and Groceries	500	525
<b>Total Supplies and Materials</b>	<b>320,350</b>	<b>345,725</b>
Printing and Stationery	4,000	4,500

Postage	700	750
Telephone	2,500	2,500
Advertising	750	750
Travel	900	900
Clean and Sanitary	22,000	23,000
Landscaping	8,500	8,800
COM R&M Tools & Equipment	450	550
R&M Bldg & Structure	16,000	17,050
R&M Furniture/Equipment	1,000	2,000
Tuition	400	400
Contractual Service	75,000	85,799
<b>Total Services</b>	<b>132,200</b>	<b>146,999</b>
<b>Dues &amp; Membership</b>	<b>1,300</b>	<b>1,400</b>
<b>Furniture &amp; Fixtures (Computer and Hardware Replacement)</b>	<b>15,500</b>	<b>20,000</b>
<b>Library Total</b>	<b>2,315,498</b>	<b>2,345,457</b>

## **GRANTS AND FUNDS IN TRUST**

The Library Trust and Endowment Funds are conservatively invested by the Winchester Commissioners of Trust Funds. The beginning value of our Library Endowment was \$2,370,601.07 and the ending value was \$2,662,348.34. Interest income totaled \$80,569.52 and gifts to the Endowment Fund totaled \$21,240.00.

The beginning value of our Trust Funds was \$630,535.95 and the ending value was \$656,144.17. Approximately \$10,000 per year is budgeted for new materials from trust funds and helps offset our material expenditure requirement for state certification.

The Library benefits from many unrestricted gifts generously donated, usually in memory or honor of a loved family member. In FY2023, unrestricted gifts totaled \$2,426.33. These funds are mostly spent on new materials and help offset our material expenditure requirement for state certification.

In spring 2023 the second of two state aid payments was received bringing our FY 2023 State Aid Award to \$48,160.57. The State Aid award requires state certification and its purpose is to enhance library services and is not to be used to offset general operating costs.

The Winchester Co-Operative Bank has generously supported our ROAR (Rush Out and Read) program for over twenty-five years. 2023 continued some COVID protocols and the traditional ROAR summer program of teens reading to children did not take place. Instead, the Bank generously provided \$3,550 for other summer programming.

Since 2015 Mt. Vernon House has supported our large print collection. In FY2023, \$3,000 was donated. We are grateful for their continuing generosity.