

BELMONT MEMORIAL LIBRARY
MEETING OF THE BOARD OF TRUSTEES

BELMONT, MASSACHUSETTS
September 18, 2012

Chair Lowrie called the meeting to order at 7:35 p.m.

Present: Trustees Elaine Alligood, Mark Carthy, and Mary Keenan and Director Maureen Connors. Trustees Sarah Phillips and Matt Sullivan were absent.

The minutes of the June 5 meeting were unanimously approved; the motion was made by Chair Lowrie and seconded by Trustee Alligood.

Old Business

Field Meeting Update Chair Lowrie explained that the timing of the library project has changed; the earliest announcement of the Massachusetts Board of Library Commissioners (MBLC) grant will be three months after the expected date, so approval at Belmont Town Meeting and the appointment of a building committee has been moved to the spring Town Meeting. Hence, time for fund raising is expanded. The question was raised - do we want a push for funds at the end of the year that is the usual gift-giving period? The MBLC grant will be announced in October with definite awards for the top eight applicants; Belmont is second on the list. Then, with six months needed for debt exclusion, this would happen at the fall 2013 Town Meeting. Belmont would need an extension from the MBLC for this.

Trustee Carthy suggested that there be separate fund raising to tie-in with library events so potential donors would have the library on their radar.

The question of a vote for the debt exclusion was considered: is the library the only item on the November ballot which is needed to meet state requirements? An extension would be needed from the state.

There is no new action on the field/pool front; the RFP is underway. Regarding the incinerator site, the state mandated that the Town remediate the site; this has not happened. There has not been a possibility of meeting with the state on the incinerator site. Chair Lowrie will contact Board of Selectmen Chair Paolillo.

Trustee Carthy asked if the debt exclusion requires a separate vote. Would a Town Meeting vote be sufficient for the library debt exclusion? Given the small amount of money for the library project, could the library slide in as other debt exclusions are met?

Belmont Library Foundation – Video update

The video needs a statement on the need for a library in the Internet Age. Director Connors will tell Ann Donahue, videographer, that the calendar has changed. The target date is now March.

Grants

The grants for the YA proposal and the Preservation of Materials were denied by the state.

Painting of Building

Director Connors has had difficulty in getting a bid for painting the library; Trustee Carthy suggested combining this job with another town job.

Wireless update

Director Connors reported that the new update is working; what had been spotty coverage is now excellent.

New Business

Judy McSwain of the Circulation staff has submitted her resignation effective September 27, but wishes to remain involved with filling-in and volunteering. Chair Lowrie made a motion to approve hiring to fill this position immediately. Seconded by Trustee Carthy, the motion passed unanimously.

One Book, One Belmont

Trustee Alligood introduced the Art Opening with works by Lee Strasburger, the "Anatomy of Melancholy." The September 15 concert by the Apocalypso Players led by Roger Brown was a success; author Tom Perotta joined the final set. Director of Adult Services Emily Reardon was commended for her excellent work in organizing the One Book, One Belmont program.

Director's Report

Concern was expressed that the Children's Circulation down: it was noted that it was August in Belmont with 21, 749 children's books circulated!

Mary Alice Wistman is the new president of the Friends of the Belmont Library (FOBL); Megan Pickett is vice-president. The FOBL has given \$500 to librarian Miriam MacNair's Books and Bites program which now includes speakers. Trustees are invited to volunteer to assist at the Friends Book sale, the weekend of October 12 to 14; contact Mary Alice Wistman.

David Kale, the new town administrator has visited the Belmont Library and met library staff; Director Connors will invite Mr. Kale to the next trustees meeting.

There was discussion and agreement that the minutes of the meetings of the Board of Library Trustees would be posted on the library web-site.

Executive Session

Chair Lowrie called for an Executive session with the reason to discuss union negotiations; all subjects that will be discussed cannot be discussed outside of Executive Session. The regular meeting will not reconvene; adjournment will follow Executive Session. The roll call vote to move into executive session is as follows:

Trustee Carthy – Yes, Trustee Keenan – Yes, Trustee Alligood – Yes, Chair Lowrie – Yes. The meeting moved into Executive Session.

Respectfully submitted,
Mary E. Keenan, secretary

NEXT MEETING OCTOBER 30 7p.m. – invitation to Town Administrator David Kale

Exhibits:

Agenda September 18, 2012

Minutes June 5, 2012 regular and executive sessions

Massachusetts Board of Library Commissioners letters;

 Preservation Survey grant – denied

 Serving 'Tweens and Teens grant – denied

Resignation letter to Director Conners from Circulation Staff member Judy McSwain

Schedule of events for One Book, One Belmont featuring Tom Perrotta's The Leftovers

DRAFT – Video

Director's Report September 18, 2012

Activity Report June 2012, July 2012, August 2012

Belmont Public Library Expenditures September 17, 2012

Massachusetts Library Trustees Association - notice of meeting October 27, 2012

Belmont Library handout – Wireless Internet Access Frequently Asked Questions

Letter from Chair Lowrie to Belmont Librarian's Association President Shaver

BELMONT MEMORIAL LIBRARY

BELMONT, MASSACHUSETTS

MEETING OF THE BOARD OF TRUSTEES EXECUTIVE SESSION Sept. 18, 2012

Director Connors reviewed the letter from Chair Lowrie to President Shaver (Belmont Librarian's Association). The union request of a 1.5% salary increase for 2012, 2013, and 2014 meets Town of Belmont guidelines. The increase for 2011 was paid. There was a vote to unanimously approve this; the motion, made by Trustee Alligood, was seconded by Trustee Carthy.

Motion: Chair Lowrie moved that the trustees make an offer as per the document regarding Article XV Annual Vacation Leave and to negotiate based off that. Seconded by Trustee Carthy, the motion was voted unanimously.

A motion to adjourn was made at 8:40p.m. by Chair Lowrie; seconded by Trustee Alligood, the motion passed unanimously.

Respectfully submitted,
Mary E. Keenan, secretary

TRUSTEES MEETING
AGENDA
September 18, 2012
CLAFLIN ROOM
7:30 PM

Building and Grounds

The large limb of the first locust tree that had a huge split in it was removed.

I have been getting quotes to have the building painted. When I was doing the budget last year no painting company got back to me with a quote so I made a guess-timate \$8,000. This was simply scraping, then priming and covering with two coats of paint. No removing of the storm windows because the inside paint is fine-I was assuming that not having to remove and reattach 125 storms would certainly be a big savings. Well, the first estimate to paint the building was \$31,000. Then I asked for just the front of the building. Those came in at between \$14,000 and \$17,000. Then I asked what could I get done for \$8,000-\$9,000. We can do most of the front of the building which is the plan. I will work out a contract and have the Town attorney look at it. Hopefully we can have it done in the fall.

Director's Report

Field/BLF - This is from the August meeting. I know we all know about the RFP regarding the pool and field. The subcommittee that is working with BLF to produce a video met while I was on vacation. I did meet with Ann on Wednesday, Sept. 12 and answered some of her questions. I would like to spend some time discussing her plan at the meeting. If there is any new information on either of these topics, we can discuss them at the meeting.

Grants - The Construction Grants will be awarded to the top 8 libraries the first or second week in October.

I regret to inform you Ellen did not receive her YA grant and I did not receive the small preservation grant. (Remember Denise did receive the Family Adventures in Reading grant). However, I saw Liz Allison at Meet Belmont and she asked about the preservation grant. I told her we did not receive it so she said to send her a proposal for the digitization of the local newspapers. Mary and I had mentioned this to Liz during the budget meetings. I am waiting for the correct Reproduction Release form being sent from Gateway Media for the Belmont Citizen Herald and checking to see if I need to ask permission from someone else to reproduce the Belmont Herald. Hopefully I will receive permission in time for Liz's November deadline. Dana Willis, attorney from Matt's law firm, did a lot of the research on the costs for digitization last year.

Wireless - We have been working with the Town and the School to upgrade our wireless service in the building. The work has been completed and the service is excellent. The

new wireless network uses the same Comcast modem and router behind the Reference Desk. This has been configured to broadcast the wireless connection to repeaters throughout the building (called "Access Points"). We have the same source for the internet, but now it is broadcast throughout the building.

If you would like to try it out when you're here, the name of the wireless network is Belmont-Public-Library. You should look for that name on your device and choose it. It is unfiltered and is not password protected. You will have to click "Accept" in a browser to accept our Internet and Computer Use policy in order to connect.

Em made a FAQ sheet which is in your packet.

Position Vacancy - Judy McSwain is resigning from her permanent part-time position as of September 27. Judy has worked in the circulation department for the past six years. I would like this position vacancy to be filled as soon as possible.

OBOB - We still need someone to do the introduction at the World Film program - Monday, October 15th at 7:30. They are showing Perfect Sense.

VIDEO

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Chapter One? (Or should this be down lower?):

Why do we (all communities) need libraries in the age of Amazon and Google?

The living room of our community, the gathering space, the heart/pulse/crossroads of the town?

Circulation going up – up 26% nationally in past decade (statestats.org)

Access to computers and wireless, expensive databases, complicated hard-to-access govt. data, reading groups, children and teen programs

INTERVIEW SOT: Simmons expert or Mass grant web tape?

happy campers: kids, seniors, work-at-home business person, job seeker

VISUALS NEEDED: VARIETY OF AGE GROUPS USING LIBRARY

Chapter Two: Why does Belmont need a new library?

A. current building in bad shape, not accessible, electrical

VISUALS NEEDED: elevator? , systems? Basement? A/C on roof, front steps

SOT INTERVIEW: librarian, facilities manager/janitor?

Keenan notes:

“The building is inadequate!

--The systems – heating, air-conditioning – are past their useful life and will need extensive repair or replacement in the foreseeable future. the heavy unit placed on the roof after construction has caused the roof to bow and leak. Expensive repairs will trigger the handicapped-access requirement; the result will be a patchwork of repairs at high cost. The elevator has broken several times in the past years; replacement parts are no longer available.

*please check this figure with Maureen – I do not have my library materials with me on the Cape.

--????ANNE DOES NOT UNDERSTAND THIS: Remodeling or renovating the present building will not work. The building is in an earthquake zone, meaning that no new openings may be made into the walls. Any addition would have compromised sight lines. A new building would have clear sight lines, efficient systems, and needed space at a cost comparable to renovation.

--The ceiling to floor space is too limited for replacement wiring.

--The present building does not meet fire codes, handicapped-access, or weight-bearing codes.”

VISUAL, GRAPHIC: Repair costs are xxx rebuild is xxx

FACT CHECK: GET THE MOST CURRENT NUMBERS:

THE BOTTOM LINE

“The cost is estimated at between \$4.4 million (for repairs and mandated AAB modifications) to \$7 million (including minimum maintenance). This is not an estimate for a renovation, but for simple repair and maintenance on a building that is approaching the 50 year mark, without updating along the way.” from Library Website

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B. current library too small, does not meet current and future use needs

VISUALS NEEDED – kids turned away from reading hour, lines for computers

Keenan: “The Children’s Room needs space for its many programs and events. Study rooms are needed for group projects, tutoring, meetings of senior citizens with advisers, etc. The library – as the center of the community – is much more than books.”

Graphic: usage data

From annual report

- Library patrons borrowed 538,388 items
- Library patrons also borrowed 65,514 items from other libraries, through our interlibrary loan service
- The Library lent 52,709 items to other libraries
- Reference staff answered 38,727 reference questions
- 12,150 children, teens and adults attended 750 programs
- Public Internet and online research computers were used 28,298 times
- Museum passes provided 2,643 visits to area museums for families and individuals
- OverDrive check outs (downloadable eBooks and Audiobooks) soared from 712 in 2010 to 2,642 in 2011
- Volunteers provided 1,829 service hours to support library programs and services
- Library website had almost 230,000 views
- 5,976 people attended 209 meetings held at the library

Marci notes: fact check:

highest per capita cardholders in MA

highest? #patrons/month

SOT: librarian, mom and kid who've been turned away? Disabled person limited by elevator, shelving height?

C. cuts in school libraries = more need for community library

SOT: high schooler, natl history day kid

Chapter Three: What would a new library cost?

SOMEONE NEEDS TO GET ACCURATE, SIMPLE NUMBERS.

Graphic:

Total Cost: Total Budget Estimate of Probable Project Cost (Rounded) \$17,979,000 (grant eligible?: \$17,232,000)

State Grant: XX\$\$

Private donations: approx \$1M raised to date?

Cost per taxpayer: XX\$\$

INTERVIEW SOT: conservative TMM who will say it is a good value, bring state money back to Belmont

GRAPHIC: cheaper than renovation

RENOVATE: \$\$?? VS. REBUILD

Chapter Four: What would the new library be like?? (and where would it be built? - bring more parking, toilets and coffee to athletic fields)

From the annual report: e proposed new library will be approximately 45,000 sq. ft. and will include an expanded children's area with a story hour/activity room, additional space for materials, computers, seating, and staff, space for quiet study rooms, a computer training room and community meeting rooms.

VISUALS NEEDED IN jpg format: Architect drawings

SOT architect: **Roberts**: “We believe that buildings make a significant contribution to the quality of a community. Public buildings like libraries help shape the way a community sees itself. We strive to

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design libraries appropriate for their surroundings and say something about the culture and heritage of their communities.

Beyond the accessibility and convenience, the design should encourage people to get more out of their lives.” (from Patch interview)

still Images of other towns libraries

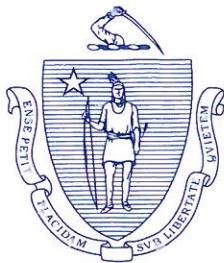
SOT from other town librarian about how it has changed community??

Doesn't Belmont deserve a library that we can all be proud of??

Any extra SOTS of why it is important

Architect in Patch: “a library is a community for learning and sharing.

By the way, the new library will have space for a café, if you'd like coffee or tea when you visit.”



Commonwealth of Massachusetts Board of Library Commissioners

98 North Washington Street • Suite 401 • Boston, MA 02114
617 725-1860 • 800 952-7403 (in state only) • Fax: 617 725-0140

July 12, 2012

Maureen Conners, Director
Belmont Public Library
336 Concord Avenue
Belmont, MA 02478

Dear Maureen:

I regret to inform you that the Massachusetts Board of Library Commissioners has not approved funding of your **Preservation Survey** Library Services and Technology Act (LSTA) Special Project application.

Prior to Board action, each application was reviewed by the State Advisory Council on Libraries utilizing a thorough and rigorous process which involved evaluation of all applications according to program requirements. A summary of the Advisory Council's comments and recommendation is enclosed for your information.

Please note that Gregor Trinkaus-Randall, from our staff, is available to discuss your application. Based on this discussion, you may wish to consider resubmission in a future grant round.

We appreciate your interest in improving library services in your community and hope you will contact us if we can be of any assistance.

Sincerely yours,

A handwritten signature in black ink, appearing to read "Robert C. Maier".

Robert C. Maier
Director

Enclosures: Recommendation Form



**MASSACHUSETTS BOARD OF LIBRARY COMMISSIONERS
STATE ADVISORY COUNCIL ON LIBRARIES
LSTA FY2013**

SPECIAL PROJECTS RECOMMENDATION

REVIEW COMMITTEE: Preservation

LRP OBJECTIVE: 1.1

CONGRESSIONAL DISTRICT: 7

LIBRARY: Belmont Public Library

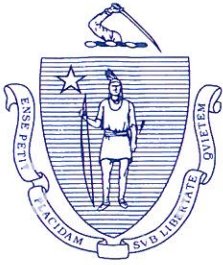
PROJECT TITLE:

FUNDING REQUESTED: \$2,500

FUNDING RECOMMENDED: \$-0-

REASONS FOR RECOMMENDATION NOT TO FUND:

SACL could not recommend funding this program. The preservation survey would include microfilm of newspapers, photographs and real estate maps. Some material owned by the library and some by the Belmont Historical Society. Most of the collection is the property of the Historical Society. The Historical Society has a room in the library, but there was not much detail of the partnership that exists between them. The application did not go into a lot of detail about the materials mentioned.



Commonwealth of Massachusetts Board of Library Commissioners

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July 12, 2012

Maureen Conners, Director
Belmont Public Library
336 Concord Avenue
Belmont, MA 02478

Dear Maureen:

I regret to inform you that the Massachusetts Board of Library Commissioners has not approved funding of your **Serving 'Tweens and Teens** Library Services and Technology Act (LSTA) Special Project application.

Prior to Board action, each application was reviewed by the State Advisory Council on Libraries utilizing a thorough and rigorous process which involved evaluation of all applications according to program requirements. A summary of the Advisory Council's comments and recommendation is enclosed for your information.

Please note that April Mazza, from our staff, is available to discuss your application. Based on this discussion, you may wish to consider resubmission in a future grant round.

We appreciate your interest in improving library services in your community and hope you will contact us if we can be of any assistance.

Sincerely yours,

A handwritten signature in dark ink, reading "Robert C. Maier".

Robert C. Maier
Director

Enclosures: Recommendation Form



**MASSACHUSETTS BOARD OF LIBRARY COMMISSIONERS
STATE ADVISORY COUNCIL ON LIBRARIES
LSTA FY2013**

SPECIAL PROJECTS RECOMMENDATION

REVIEW COMMITTEE: Special Services

LRP OBJECTIVE: 4

CONGRESSIONAL DISTRICT: 7

LIBRARY: Belmont Public Library

PROJECT TITLE: Serving Belmont Tweens & Teens

FUNDING REQUESTED: \$15,000

FUNDING RECOMMENDED: \$-0-

PROJECT Abstract: With the funding from this grant, the Belmont YA department will be able to update the YA room (within an aging library building), reaching out to area tweens and teens to create a multi-use destination space that will serve their evolving recreational and educational needs with dynamic services, committed staff, and creative uses of technologies.

Supporting this transformation will be a rejuvenated Teen Advisory Board with a heavy emphasis on middle school recruitment and involvement, leading to tween/teen driven programming responding to, and anticipating the needs of Belmont youth, both recreational and academic.

Upon completion of this project, it will be obvious to all involved, from tweens & teens patrons, to parents, to staffers what a valuable community resource Belmont Library Young Adult Department can be.

REASONS FOR RECOMMENDATION NOT TO FUND:

This program is not recommended for funding based on a lack of needs assessment or correlation to the library's long range plan. The proposal is library-focused as opposed to demonstrating the needs of the community and the target group. Much is already offered to this age-group and the committee did not see innovation in the proposed programming, though they did appreciate the project's outreach to homeschool students. The technology needs of teens are not addressed in the proposal and are neglected in the collection development which focuses mainly on adding DVDs and games.

August 17, 2012

Maureen Conners, Director
Belmont Public Library
336 Concord Ave.
Belmont, MA 02478

Dear Maureen,

I would like to inform you that I will be resigning from my permanent part-time position at the Belmont Library, effective September 27th. However, I would very much like to remain working on the circulation staff in a part-time capacity with fewer work hours and hope the part-time circulation schedule can be juggled to fit me in.

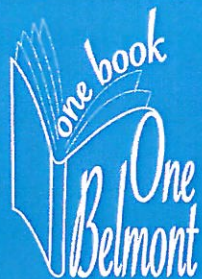
Also, I greatly desire to volunteer mending books for the library, but would be happy to help with general circulation work too.

I have enjoyed working in my current position, but feel at this point in my life I need to scale back my work load. I sincerely appreciate the support provided to me all these past years and I look forward to continuing my work at the Belmont Library.

Sincerely,

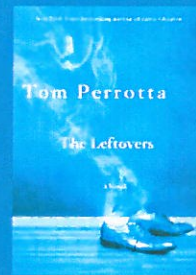
A handwritten signature in cursive script that reads "Judy McSwain".

Judy McSwain



The Belmont Public Library

Reads *The Leftovers* by Tom Perrotta



Imagine – what if millions of people around the world suddenly disappeared, for no apparent rhyme or reason? How would we feel if we were left behind? Would we collapse from grief, or put one foot in front of the other and carry on? Just how the citizens of Mapleton manage to deal with this cataclysmic event called the Sudden Departure drives the plot of Tom Perrotta's novel *The Leftovers*, the featured title of One Book One Belmont 2012.

A dozen town departments and civic organizations are joining together, with the support of local businesses, to celebrate Belmont's fourth community read. Please join us for the following events:

Fri., Sept. 7 – “Anatomy of Melancholy,” an exhibit presented by the Belmont Gallery of Art

Fri., Oct. 19 *Belmont Gallery of Art, 3rd Floor Homer Building, 19 Moore St.*

Haunting landscapes and seascapes by artist Lee Strasburger that reflect the mood of *The Leftovers*. For hours see www.belmontgallery.org. Opening reception with the artist, 6 – 8 PM Friday, Sept. 14.

Sat., Sept. 15 **The Apocalypso Players, led by Roger Brown, president of Berklee College of Music**

3 – 4 PM Town Hall Auditorium

Let your worries disappear at this oldies concert featuring songs mentioned in *The Leftovers*, including “Burning Down the House,” “Little Red Corvette,” “Love Shack,” and more. Jim Wooster, *guitar*; Richard Curzi, *piano*; Mark Caddell, *bass*; Paul Judge, *guitar*; and Roger Brown, *drums and percussion*; with special guest artists.

Mon., Sept. 24 **Books and Bites Goes to the 'Burbs**

11 AM Assembly Room, Belmont Public Library

One critic has called Tom Perrotta “our Balzac of the suburbs.” This special meeting of Books and Bites, the library's monthly book review program, will consider several other authors known for their portrayal of suburban life, including Sloan Wilson, Judith Guest, and Claire Cook.

Thurs., Oct. 4 **Book Clubbing Belmont: An Evening to Share Ideas**

7:30 PM Assembly Room, Belmont Public Library

Calling all book club members: come talk with other book groups! Learn about the diversity of Belmont's book clubs, from mother-daughter and father-son book clubs to a reading club more than 100 years old. Share your reading lists and most conversation-provoking books. Moderated by Library Trustee Mary Keenan.

Mon., Oct. 15 ***Perfect Sense*, a film presented by Belmont World Film**

7:30 PM Belmont Studio Cinema, 376 Trapelo Rd.

A research scientist (Eva Green of “Dark Shadows”) and a chef (Ewan McGregor) fall in love with unexpected intensity as an epidemic sweeps the globe, depriving people of their sensory perceptions one by one. For ticket prices and information see www.belmontworldfilm.org.

Wed., Oct. 17 Time and the Ancient Maya

7:30 PM Assembly Room, Belmont Public Library

The end of a major Maya time cycle in December, 2012, has prompted speculation about the end of the world. Alexandre Tokovinine of Harvard's Peabody Museum of Archaeology and Ethnology will discuss what the ancient inscriptions tell and do not tell about this date and how modern western concepts of time may differ drastically from the indigenous world view.

Tues., Oct. 23 Author Tom Perrotta discusses his book, *The Leftovers*

7:30 PM Beech Street Center, 266 Beech St., Belmont

Belmont author Tom Perrotta will read from and talk about his most recent novel, named a *New York Times* Notable Book for 2011, a *Washington Post* Notable Fiction Book for 2011, and one of NPR's 10 Best Novels of 2011. Introduction by Belmont author Leah Hager Cohen, whose *Grief of Others* was also named a *New York Times* Notable Book for 2011.

Book Discussion Groups

Everyone is welcome at the following discussions of *The Leftovers*:

Wed., Sept. 19 3 PM Flett Room, Belmont Public Library

Led by librarian Corinne Chan, Belmont Public Library

Fri., Oct. 12 11 AM 2nd Floor Conference Room, Beech Street Center, 266 Beech St.

Led by librarian Miriam MacNair, Belmont Public Library

Teen and Children's Events

Sat., Sept. 29 Let's Make a Story!

Grades 3 & 4: 10:30 – 11:30 AM, Assembly Room, Belmont Public Library

Grades 5 & 6: 1 – 2 PM, Assembly Room, Belmont Public Library

Get inspired! Children's book author Julie Berry (*The Amaranth Enchantment*, *Splurch Academy for Disruptive Boys*) will get you started on writing a short story, guiding you through planning and characterizing a story from start to finish. Sign up at 617-993-2880.

Sat., Oct. 13 Writing Young Adult

3 PM Young Adult Room, Belmont Public Library

Kick off Teen Read Week 2012 with local YA authors Diana Renn (*Tokyo Heist*) and Gina D'Amico (*Croak*, *Scorch*) as they talk about their new books, share the highs and lows of the writing process, and answer all your questions!

Thanks to our Co-Sponsors

The Friends of the Library

Belmont Against Racism

Belmont Gallery of Art

Belmont Citizen-Herald and WickedLocal Belmont

Belmont Historical Society

Belmont Library Foundation

Belmont Media Center

Belmont Public Schools

Belmont World Film

Council on Aging

Human Rights Commission

Porter Square Books

Thanks to our Donors

Belmont Dental Group

And the local businesses who contributed after this calendar was printed.

For more information and updates, please go to www.onebookonebelmont.com

Can a librarian help me if I have a problem connecting?

We regret that we cannot configure your equipment for you. For additional help please contact your device's manufacturer, Internet Service Provider or other knowledgeable person to help you configure your equipment.

What about privacy?

The Library's wireless network is a public network and is not secure.

Belmont Public Library
336 Concord Ave
Belmont, MA 02478
617-489-2000
www.belmont.lib.ma.us

EAS 9/6/2012



BELMONT PUBLIC LIBRARY

Wireless Internet Access

Frequently Asked Questions

What is the name of the library's network?

The name of the library's network is Belmont-Public-Library.

Do I need a password to get on the network?

There is no password to connect to the wireless network.

Where in the library does the wireless access work?

Everywhere! You can connect throughout the building including in the Children's Room and Assembly Room on the lower level, in the East and West Wings on the main level, and on the Balcony.

Can I print wirelessly?

Printing is not currently available through our wireless network.

Can I print from a library computer?

Yes, you may print from library PCs for 10 cents a page in black and white, or 25 cents for color. Use your email or a flash drive to transfer a document from your wireless device to a library computer.

What equipment do I need to use the wireless Internet?

A laptop equipped with a wireless network interface card (802.11b or later), or a mobile device that is Wi-Fi compatible.

Why can't I connect?

After selecting Belmont-Public-Library, you will need to launch a browser such as Firefox, Internet Explorer or Safari. When you see the library's *Internet/Computer Acceptable Use Policy* click the "Accept" button.

BELMONT PUBLIC LIBRARY EXPENDITURES									
SEPT 2012									
17-Sep-12 3:11 PM									
	ORIG./ADJ. APPROPRTNS.	TRANSFER	ADJUSTED BUDGET	SPENT SEPT	SPENT JULY-SEPT	BALANCE	PROJECTED 3 MONTHS	% EXP	
LIBRARY ADMINISTRATION									
16111									
511000	SALARIES, FULL TIME	195,200.00	195,200.00	7,633.58	38,741.46	156,458.54	48,800.00	19.8%	
511100	SALARIES, PART TIME	9,084.00	9,084.00	333.60	927.54	8,156.46	2,271.00	10.2%	
513000	OVERTIME	8,000.00	8,000.00	747.18	2,205.96	5,794.04	2,000.00	27.6%	
514800	LONGEVITY	900.00	900.00	0.00	0.00	900.00	225.00	0.0%	
517000	HEALTH INSURANCE	22,413.00	22,413.00	0.00	0.00	22,413.00	5,603.25	0.0%	
517200	WORKER'S COMPENSATION	409.00	409.00	0.00	0.00	409.00	102.25	0.0%	
517800	MEDICARE	3,091.00	3,091.00	0.00	0.00	3,091.00	772.75	0.0%	
519900	UNIFORM	725.00	725.00	0.00	725.00	0.00	181.25	100.0%	
16112									
521100	EBSCO	8,690.00	8,690.00	0.00	4,345.00	4,345.00	2,172.50	50.0%	
522800	GAS	22,811.00	22,811.00	0.00	271.82	22,539.18	5,702.75	1.2%	
522900	ELECTRICITY	37,181.00	37,181.00	2,972.70	5,488.49	31,692.51	9,295.25	14.8%	
523100	WATER	5,000.00	5,000.00	0.00	0.00	5,000.00	1,250.00	0.0%	
524300	MAINTENANCE BUILDING	78,725.00	78,725.00	0.00	10,245.17	68,479.83	19,681.25	13.0%	
524400	MAINTENANCE GROUNDS	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
524400	REPAIRS & MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
524500	MAINTENANCE OFFICE EQUIP	5,032.00	5,032.00	0.00	104.98	4,927.02	1,258.00	2.1%	
524500	MAINTENANCE LIBRARY EQUI	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
530001	MEDICAL REPORTS & BILLS	285.00	285.00	0.00	0.00	285.00	71.25	0.0%	
531700	EMPLOYEE TRAINING	300.00	300.00	0.00	0.00	300.00	75.00	0.0%	
531900	ADVERTISING & PUBLIC RELA	250.00	250.00	0.00	0.00	250.00	62.50	0.0%	
534500	POSTAGE	3,200.00	3,200.00	26.19	1,336.69	1,863.31	800.00	41.8%	
534700	PRINTING	1,076.00	1,076.00	0.00	0.00	1,076.00	269.00	0.0%	
542100	OFFICE SUPPLIES	857.00	857.00	0.00	0.00	857.00	214.25	0.0%	
545000	CUSTODIAL SUPPLIES	9,682.00	9,682.00	0.00	2,362.71	7,319.29	2,420.50	24.4%	
548900	GASOLINE	600.00	600.00	10.01	51.64	548.36	150.00	8.6%	
571000	IN-STATE TRAVEL	330.00	330.00	0.00	0.00	330.00	82.50	0.0%	
573000	DUES & MEMBERSHIP	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
TOTAL LIBRARY ADMIN		413,841.00	413,841.00	11,723.26	66,806.46	347,034.54	103,460.25	16.1%	

Belmont Public Library
Activity Report For The Month
of June 2012

Days open 2011: 25
Days open 2012: 26

Agency	<u>June 2012</u>	<u>Increase Over June 2011</u>	<u>Cumulated 2012</u>	<u>Cumulated Increase Over 2011</u>
Adult	24,011	(154)	140,389	(1,548)
Juvenile	<u>22,985</u>	<u>600</u>	<u>135,002</u>	<u>6,202</u>
Total	46,996	446	275,391	4,654

Average Daily Circulation

	<u>2012</u>	<u>2011</u>
Adult	924	967
Juvenile	884	895

Non-Book (included in above figures)

Adult	10,283	366	60,711	(552)
Juvenile	<u>4,487</u>	<u>43</u>	<u>26,716</u>	<u>7,150</u>
Total	14,770	409	87,427	6,598

DVD

Adult	7,232	816	42,955	1,553
Juvenile	<u>3,290</u>	<u>73</u>	<u>19,690</u>	<u>124</u>
Total	10,522	889	62,645	1,677

Downloadable Audiobooks

Checkouts	1098	5,656
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Internet Use

Internet	2,048	14,597
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Interlibrary Loan:

Borrowed	38	244
Loaned	51	291
Faxed	3	4

Young Adult Circulation

2,402	389
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ACTIVITY REPORT FOR THE MONTH OF JUNE 2012

Reference and Information

	June 2012	Increase Over June 2011	Cumulated 2012	Cumulated Increase Over 2011
Adult	2,915	(1,167)	19,348	(861)
Email	4	(5)	26	(20)
Total	<u>2,919</u>	<u>(1,172)</u>	<u>19,374</u>	<u>(881)</u>

Book Processing

Added:	782
Withdrawn:	895
Repaired:	20

Meeting Room Use

Room	Times Used	Attendance	Cumulated Times Used	Cumulated Attendance
Assembly	17	554	115	4,285
Flett	12	154	161	3,797
Misc.	<u>13</u>	<u>200</u>	<u>76</u>	<u>1,761</u>
Total	42	908	352	9,843

Library Sponsored Programs (included in above figures)

Adult	2	62	39	1,068
Juvenile	8	220	148	5,819
Young Adult	<u>6</u>	<u>106</u>	<u>23</u>	<u>269</u>
Total	16	388	210	7,156

Circulating Passes:

		<u>Pass Cumulated</u>
Aquarium	24	144
Audubon	12	46
Boston By Foot	5	9
Children's	27	123
DeCordova	16	70
Discovery	9	64
Essex/Peabody	8	54
Fine Arts	29	182
Gardner	14	89
Harvard Art	6	17
Harvard Natural History	12	65
Institute of Contemp. A	8	50
Kennedy Library	5	27
Mass Parks Pass	4	14
Plimoth Plantation	10	21
Science	40	220
Zoos	<u>21</u>	<u>86</u>
Total	250	1,281

Belmont Public Library
Activity Report For The Month
of July 2012

Days open 2011: 24
Days open 2012: 25

Agency	July <u>2012</u>	Increase Over <u>July 2011</u>	Cumulated <u>2012</u>	Cumulated Increase <u>Over 2011</u>
Adult	23,838	1,315	164,227	(233)
Juvenile	<u>23,342</u>	<u>1,105</u>	<u>158,344</u>	<u>7,307</u>
Total	47,180	2,420	322,571	7,074

Average Daily Circulation

	<u>2012</u>	<u>2011</u>
Adult	954	938
Juvenile	934	927

Non-Book (included in above figures)

Adult	10,233	1,226	70,944	674
Juvenile	<u>4,513</u>	<u>(44)</u>	<u>31,229</u>	<u>(588)</u>
Total	14,746	1,182	102,173	86

DVD

Adult	7,175	1,100	50,130	2,653
Juvenile	<u>3,222</u>	<u>(66)</u>	<u>22,912</u>	<u>58</u>
Total	10,397	1,034	73,042	2,711

Downloadable Audiobooks

Checkouts	1139	6,795
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Internet Use

Internet	2,251	16,848
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Interlibrary Loan:

Borrowed	13	257
Loaned	36	327
Faxed	2	6

Young Adult Circulation

2,263	259
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ACTIVITY REPORT FOR THE MONTH OF JULY 2012

Reference and Information

	<u>July 2012</u>	<u>Increase Over July 2011</u>	<u>Cumulated 2012</u>	<u>Cumulated Increase Over 2011</u>
Adult	3,151	(41)	22,499	(902)
Email	1	(4)	27	(24)
Total	<u>3,152</u>	<u>(45)</u>	<u>22,526</u>	<u>(926)</u>

Book Processing

Added: 1,003
 Withdrawn: 1,373
 Repaired: 34

Meeting Room Use

<u>Room</u>	<u>Times Used</u>	<u>Attendance</u>	<u>Cumulated Times Used</u>	<u>Cumulated Attendance</u>
Assembly	22	1,275	137	5,560
Flett	8	151	169	3,948
Misc.	<u>16</u>	<u>150</u>	<u>92</u>	<u>1,911</u>
Total	46	1,576	398	11,419

Library Sponsored Programs (included in above figures)

Adult	2	22	41	1,090
Juvenile	19	1,059	167	6,878
Young Adult	<u>9</u>	<u>102</u>	<u>32</u>	<u>371</u>
Total	30	1,183	240	8,339

Circulating Passes:

		<u>Pass Cumulated</u>
Aquarium	- (passes not available in July)	144
Audubon	10	56
Boston By Foot	7	16
Children's	28	151
DeCordova	19	89
Discovery	8	72
Essex/Peabody	14	68
Fine Arts	40	222
Gardner	19	108
Harvard Art	6	23
Harvard Natural History	13	78
Institute of Contemp. A	18	68
Kennedy Library	6	33
Mass Parks Pass	8	22
Plimoth Plantation	7	28
Science	40	260
Zoos	<u>25</u>	<u>111</u>
Total	268	1,549

Belmont Public Library
Activity Report For The Month
of August 2012

Days open 2011: 27
Days open 2012: 27

Agency	August 2012	Increase Over August 2011	Cumulated 2012	Cumulated Increase Over 2011
Adult	24,101	(832)	188,328	(1,065)
Juvenile	21,749	(1,703)	180,093	5,604
Total	45,850	(2,535)	368,421	4,539

Average Daily Circulation

	2012	2011
Adult	893	923
Juvenile	806	869

Non-Book (included in above figures)

Adult	10,190	(545)	81,134	129
Juvenile	4,552	(423)	35,781	(1,011)
Total	14,742	(968)	116,915	(882)

DVD

Adult	6,893	(446)	57,023	2,207
Juvenile	3,286	(362)	26,198	(304)
Total	10,179	(808)	83,221	1,903

Downloadable Audiobooks

Checkouts	1092	7,887
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Internet Use

Internet	2,032	18,880
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Interlibrary Loan:

Borrowed	21	278
Loaned	33	360
Faxed	-	6

Young Adult Circulation

2,330	330
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ACTIVITY REPORT FOR THE MONTH OF AUGUST 2012

Reference and Information

	<u>August 2012</u>	<u>Increase Over August 2011</u>	<u>Cumulated 2012</u>	<u>Cumulated Increase Over 2011</u>
Adult	3,537	108	26,036	(794)
Email	<u>6</u>	<u>2</u>	<u>33</u>	<u>(22)</u>
Total	3,543	110	26,069	(816)

Book Processing

Added:	783
Withdrawn:	1,327
Repaired:	97

Meeting Room Use

<u>Room</u>	<u>Times Used</u>	<u>Attendance</u>	<u>Cumulated Times Used</u>	<u>Cumulated Attendance</u>
Assembly	14	796	137	5,560
Flett	8	133	169	3,948
Misc.	<u>7</u>	<u>85</u>	<u>92</u>	<u>1,911</u>
Total	29	1,014	398	11,419

Library Sponsored Programs (included in above figures)

Adult	-	-	41	1,090
Juvenile	12	663	167	6,878
Young Adult	<u>6</u>	<u>35</u>	<u>32</u>	<u>371</u>
Total	18	698	240	8,339

Circulating Passes:

		<u>Pass Cumulated</u>
Aquarium	- (passes not available in Aug.)	144
Audubon	12	68
Boston By Foot	6	22
Children's	26	177
DeCordova	15	104
Discovery	12	84
Essex/Peabody	17	85
Fine Arts	35	257
Gardner	18	126
Harvard Art	4	27
Harvard Natural History	16	94
Institute of Contemp. A	15	83
Kennedy Library	4	37
Mass Parks Pass	8	30
Plimoth Plantation	9	37
Science	43	303
Zoos	<u>29</u>	<u>140</u>
Total	269	1,818