

Winslow Public Library Program Report – February 2021

Materials Added to the Collection

- Adult Fiction: 37
- Adult Nonfiction: 5
- DVDS: 0
- Audio Books (CD): 6
- Juvenile Fiction: 41
- Juvenile Nonfiction: 16
- YA Fiction: 4
- YA Nonfiction: 0

Total materials added this month: 109
Collection value: \$800,277
Total number of items in collection: 40,358

Materials Weeded from the Collection

- Adult fiction: 3
- Magazines: 32

Total Items removed from collection: 35

Patrons

- New Adults: 3
- New Non-Resident: 0
- New Library/ILL: 0
- New Youth: 0
- New Teachers: 1

Total New Patrons: 5

Total number of Patrons: 2300
Patron Visits: 343
Total Reference Questions for the month: 66
Total Technology Questions for the month: 5
Circulation Questions: 234

Circulation Statistics

- Check-Outs:1569
- Renewals:203
- Cloud Library: 30
(e-books 12, audio books 18)
- Kanopy: 15

Inter-Library Loans

- Borrowed: 219 (183+36)
- Loaned to Other Libraries: 149 (138+11)

Technology @ The Library

Computer/Wireless Use

- Adults:0
- Students:0
- Non-Residents: 0
- Wireless: 0
- **Total Usage: 0**

Web-Traffic

- Website page views for the month: 691
- Wireless Network Access: 19

<u>Library Income 2-28-2020</u>		
Item	Month	Year to Date
Fines	6.95	101.40
Copies	1.00	237.30
Non -Res. Fee	0.00	300.00
Book Replacement	0.00	238.00
Fax	0.00	32.00
Total	\$7.95	\$961.60
Gifts/Donations/Other	0.00	414.10
Fundraising	0.00	0.00
Total Donations	\$0.00	\$414.10

Library Trusts and Account Balances				
Account	Type	Balance Total	Maturity Date	Updated On
Ambrose CD 9876	Bank	\$9,061.76	8/27/24	2/24/2021
Ambrose CD 9878	Bank	\$10,079.38	8/27/21	2/24/2021
Ambrose CD 9879	Bank	\$10,103.79	8/27/22	2/24/2021
Ambrose CD 9880	Bank	\$10,202.03	8/27/23	2/24/2021
Ambrose checking	Bank	\$11,128.62	NA	2-24-2021
Eskelund Fund Investment - MCF	MCF	\$111,904.77	NA	1-28-2021
Eskelund Checking	Bank	\$13,227.25	NA	1-31-2021
Wayshak CD 9883	Bank	\$47,775.40	8/27/21	2/24/2021
Wayshak CD 9884	Bank	\$47,891.11	8/27/22	2/24/2021
Wayshak CD 9885	Bank	\$48,356.77	8/27/23	2/24/2021
Wayshak checking	Bank	\$91,544.79	NA	1-31-2021
Total		\$411,275.67		

Total in Wayshak Trust	Total in Ambrose Trust	Total in Eskelund Trust
These totals include funds in the library checking accounts to be deposited in MCF Invest Funds		
<u>\$48,416.96</u>	<u>\$228,301.28</u>	<u>\$122,754.77</u>

Winslow Public Library Endowments Overview 2/26/2021

The Winslow Public Library has three endowments/trusts that support the library.

- **The Kenneth & Shirley Eskelund Trust - March 2019**

- The purpose of the Eskelund fund is to support and enhance the library's children's and young adult program.
- Both the Town of Winslow and the Library Trustees share responsibility for administering the endowment.
- The Funds are invested in a fund managed by the Maine Community Foundation
- The trust states that the library can access up to 6% of the endowments value annually.
- When a withdrawal from the fund is approved, the moneys are placed in Bangor Saves Bank checking account, opened specifically for the endowment, and administered by the President of the Trustees, the Town Manager, and Library Director.

- **The Meredith J. Ambrose Family Trust – October 2002**

- The purpose of the endowment is to support the library's children's and youth books and projects. At the end of ten years the trustees may distribute all of the then remaining principal and accumulated income for youth books and projects in any manner which they may deem suitable, provided such use of funds is for the purpose stated above.
- The library can withdraw 5% of the principal balance of the trust plus its accumulated income, or all of that year's annual income (whichever is greater)
- It is administered by the Library Trustees and the Library Director.
- When a withdrawal from the fund is approved, the moneys are placed in Bangor Saves Bank checking account, opened specifically for the endowment, and administered by the President of the Trustees, the Town Manager, and Library Director.

- Currently the funds are invested a series of laddered Certificates of Deposit, with one coming due each year. With the approval of the Town Manager and the Library Trustees, the Library Director is in the process of creating a n investment fund with the Maine Community Foundation with the intent of shifting funds from the CDs into the investment fund. This will give the library a better return on its investments.
- **The Charles & Veronica Wayshak Trust – May 2008**
 - Can only be used to purchase Books to be chosen by the trustees of the library. Books purchased through this gift must have a sticker or be stamped with the following: “Purchased from the gift of Charles & Veronica Balamut Wayshak.”
 - It Is administered by the Library Trustees and the Library Director.
 - When a withdrawal from the fund is approved, the moneys are placed in Bangor Saves Bank checking account, opened specifically for the endowment, and administered by the President of the Trustees, the Town Manager, and Library Director.
 - Currently the funds are invested a series of laddered Certificates of Deposit, with one coming due each year. With the approval of the Town Manager and the Library Trustees, the Library Director is in the process of creating a n investment fund with the Maine Community Foundation with the intent of shifting funds from the CDs into the investment fund. This will give the library a better return on its investments.

Programing

Children’s Programming

- Weekly To Go Kits: 84
- 5 Read aloud Videos (4):
114 views
- Audio Stories (2): 6 plays

Adult Programming

No adult programming in February

Total Patron Partisipation: 204

No meeting rooms were used by the public this Month.

Other News

- The library has applied for the Spring 2021 Maine Public Library Fund Grant, so we can offer after-hours pick-up of materials to our patrons. This would be a regular service offered beyond the pandemic and would allow patrons who cannot get to the library when we are open to borrow materials.

If we receive the grant it would cover the purchase of three, all weather lockers that would be installed in the library entrance. This would give us eighteen secure cubbies, that used in conjunction with combination locks, that would allow patrons to pick-up books and videos any time of the day. There would be no cost to the town, beyond what the grant would cover, and greatly expand our ability to provide service to Winslow residents.

- The wind and water damage to the library roof siding and ceiling tiles has been repaired. The old water-soaked insulation was replaced, and an extra sealant has been added to the area where the siding meets the roof, to prevent more damage. GV builder also add reinforcement behind the siding so it will be less likely to blow off in future storms.
- After the annual inspection of our fire alarm system, we were informed that the model of heat sensor we have installed in the library are part of a recall by the manufacturer. Certain heat sensors made between 1979 and 2018 may not work and must be replaced. The manufacturer's partial reimbursement offer covers units 2004 and newer. Unfortunately, the units we have are older than that.

Our vendor has offered discount the cost of the replacement sensors to \$25 each (\$325) and they estimate the labor at 2 – 4 hours @ \$95/hour (between \$190-\$380). This means it will cost us somewhere between \$515 and \$895 to fix the problem. I have scheduled the work for Monday, March 8th.

One the ceiling can-lights in the meeting room has fallen out of the drop ceiling. I will have the electrician reinstall it.

Patron Feedback

Gratitude



Nancy Charette <arizonatomaine@yahoo.com>
To Lisa Auriemma



2/14/2021

CAUTION: This email originated from an **External Source**. Please use proper judgment and caution when opening attachments, clicking links, or responding to this email.

Dear Lisa,

I am writing to you as a show of my appreciation and gratitude to you, and your wonderful staff of Amy, Kathleen, Hilary, & Lauren.

I am grateful to you for your expertise in the field of library management, your hard work, creative innovation and ability to continue operating during these unprecedented times of COVID, and to the town of Winslow for keeping the library open.

I have been in isolation for 11 months, working from home and conducting only essential business outside of my home. I honestly do not know how I would have navigated this "new norm" or survived COVID, without the blessing of books, videos and inter-library loans. I am so grateful.

Please pass along my gratitude and thanks to your awesome staff, who are so helpful, kind and friendly, in their service to the Winslow community, and to the Town of Winslow for continuing these services in these crazy times. You offer a much needed and appreciated service to our community. Thank you so much. Stay healthy, stay safe and stay SANE!

With deep appreciation,

Nancy Charette