

OLD LYME PHOEBE GRIFFIN NOYES LIBRARY

July 1, 2017–June 30, 2018 ANNUAL REPORT



Dear Friends:

This past year has been one of changes and challenges that have strengthened the library and brought renewed support and dedication from the town, patrons, volunteers, friends, and staff. The Board of Trustees and the staff have focused on policies, marketing, and strategic planning. Our most significant project was the upcoming building renovation and Renewal Project. We received a \$1 million grant from the State of Connecticut contingent upon financial support of \$1.75 million from the Town of Old Lyme. Town funding was approved at a town meeting in July, thus ensuring that our Renewal Project plans can proceed. To further these efforts, the Board has designated a Capital Campaign Committee to develop a campaign to fund the remainder of the building renovation as well as support service initiatives identified by the Strategic Planning input from our community.

The Friends of the Library, through their volunteer work in both the library and the BookCellar, have continued to provide essential support that enables the Library to grow and flourish. Their work has culminated in a well-deserved Group Award this year from the Friends of Connecticut Libraries. Congratulations to our amazing volunteers!

Board membership continues to evolve, with new and retiring members. New board members this year included Jamie Alpha, Ken Biega, Jane Cable, Mary Dangremond, Susan Fader, and Sondra Griswold. Alan Poirier and Lynn Fairfield-Sonn will be leaving the board after six years. Roger Smith, David Preston, and Skip Sibley will join the board in September 2018. Mary Dangremond is the current Friends Liaison. New Officers were nominated in May and will take office in September 2018. The new officers are: *President* – Kirsten Sicuranza; *Vice President* – Patrick Gingras; *Treasurer* – David Stanland; and *Secretary* – Joseph Cipparone.

We are fortunate to have an amazing staff. It is because of the staff's friendliness, professionalism, and expertise that our collections and programs attract and delight patrons of all ages and make the Library the place to be in town. They are the best! You can read more about their accomplishments in the pages ahead.

Thank you for the support of the library and literacy in Old Lyme. You are a remarkable community and we thank you!

Sincerely,



Lynn Fairfield-Sonn

President, Old Lyme–Phoebe Griffin Noyes
Library Board of Trustees



Katie Huffman

Director, Old Lyme–Phoebe Griffin Noyes
Library Board of Trustees



OUR MISSION

is to inspire lifelong learning and discovery in a welcoming place with exceptional resources, programs, and services.

OUR VISION

is to be the community's vibrant hub for engagement, discovery, and creativity.

ABOUT THE LIBRARY

Established in 1897, the Old Lyme–Phoebe Griffin Noyes Library is a private, independent 501(c)(3) charitable organization. It is owned by the Old Lyme-Phoebe Griffin Noyes Library Association, Inc., and governed by its Board of Trustees. The day-to-day operations of the Library are managed by the Library Director and 9 staff (total FTE 7.79). As the Town of Old Lyme's designated Public Library, it receives some funding from the municipality (44% in FY17-18). This municipal funding combines with income from the Association's Endowment, the proceeds of the Library's annual fund drive, income from the Friends of the Library, and various grants to fund the Library's annual operating budget. The Library is a long-standing member of the Libraries Online, Inc. consortium.

From developing fun, interactive storytimes for infants and toddlers to hand-delivering books to homebound patrons, the Library continues to provide opportunities for residents of all ages to learn and grow. Our core services include: providing access to a variety of print and digital books, audio-visual media, and research tools; assisting with technology and encouraging the development of information literacy; supporting the public school curriculum; conducting early literacy training and fostering an enduring interest in learning and reading among our youngest patrons; and offering programming that informs and engages the community.

LIBRARY STAFF

Katie Huffman *Director*

Linda Alexander *Public Services Manager*

Katie Balocca *Development Assistant*

Julie Bartley *Children's Librarian*

Nike Desis *Young Adult Librarian*

Janet Everett *Cataloger*

Kristine Ferguson *Access Services Manager*

Katy Klarnet *Substitute Librarian*

Evelyn Morgen *Administrative Assistant*

Kathy Sharp *Circulation Assistant*

Jessica Steding *Reference & Tech Librarian*



2017-2018 BOARD OF TRUSTEES

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Joseph Cipparone *Secretary*

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Renewal Project

The Renewal Project is a multi-year project to re-evaluate and re-imagine library services and plan for the future. This year, the Library focused on Phase II of the project—updating our building and redesigning our space to better align with our new vision and better serve the community. Specific achievements include:

Library Awarded \$1M State Grant: In November 2017, the Library was awarded a \$1M grant from the Connecticut State Library for updating the Library building and grounds.

Plans Made Public: In April 2018, the conceptual building and grounds plans prepared by LLB Architects were made public and open information sessions were held. The plans were received with great enthusiasm by the community.

Local Funding: To secure the state grant money, the Library requested \$1.75M in matching funds from the Town of Old Lyme. The Old Lyme Board of Selectmen and the Old Lyme Board of Finance approved the funding request to be brought before a Special Town Meeting to be held on July 23, 2018.

Private Funding: The Library Board of Trustees committed to raising the remaining funds for the Renewal Project through private solicitation. To this end, a capital campaign committee was formed in Spring 2018 to begin planning the corresponding capital campaign. The Library also submitted a grant application to the National Endowment for the Humanities for \$100,000.

New & Improved Services

New Collection: In late 2017, the Library unveiled a new collection of books designed for people with age-related dementia. This new collection was supported by grant funding from Better World Books and was provided in partnership with Reading2Connect, a professional organization that has pioneered tools to help adults with memory challenges experience reading again.

Delivery Service: For many years, the Library was proud to offer free access to and delivery from library collections across the state through our participation in the CT State Library delivery program. In recent years, the state service faced many budget cuts, which resulted in fewer deliveries to and less reliable service for our patrons. To improve customer service, in September 2017 the Library, in coordination with 29 other libraries in our region (The LION Consortium), hired a private courier to provide full-service delivery of library materials among member libraries. To date, patron feedback has been very positive.

Online Giving Website: In November 2017, the Library unveiled a new online giving platform on the Library's website. The new platform allows donors to sign up for monthly giving, make specified in-honor/in-memory donations, and send e-cards to loved ones at the time of the donation.



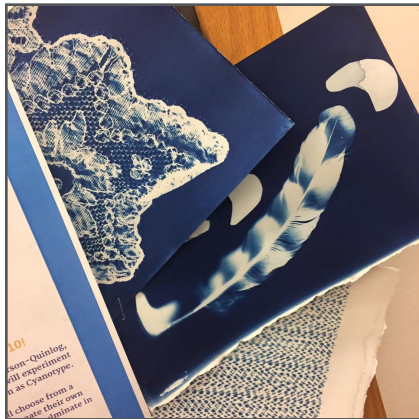
Business Sponsorships: This year, the Library’s Development Committee unveiled a new Business Sponsorship program. These new partnerships have served to strengthen our Library in a variety of ways; some sponsors provide a matching incentive for donations while others directly support the Library services patrons depend upon.

Catalog Update: This Spring, the LION Consortium unveiled Pika, a discovery layer designed to update and improve the online catalog. Known for its clean, responsive design, Pika features

record grouping, where multiple editions and formats of an item display together in a single entry, and integrates all digital content, including OverDrive eBooks, into one discovery platform.

Youth Programs

In addition to providing regular storytimes, book clubs, and special events, Children’s Librarian Julie Bartley and Young Adult Librarian Nike Desis introduced a variety of new programs this year focused on creativity and community building. Highlights included:



Cyanotype Solar Powered Workshops: Participants in this 3-part series learned about this early photographic process by creating stunning prints using the power of the sun and chemistry.

Harry Potter Fan Club: This 4-part series attracted Harry Potter fans from grades 3 through 7. Participants crafted personalized wands, wrote spell books, played Quidditch, attended a Yule Ball, and reveled in all things Potter.

LED Wand Making: In this 2-part series participants paired creativity with engineering skills to develop light-up, hand-crafted wands.

Nutmeg Book Club: This new, monthly book club encouraged reading, discussion, and community building for children ages 7-10. Selections were focused on elementary-level Nutmeg Award nominated books.

Nesting Dolls Workshop: Families worked together in this hands-on cultural workshop to create their own Russian nesting dolls while learning about Russian culture.





TBR—To Be Read Book Club: Each quarter, Circulation Assistant Kathy Sharp showcased the most exciting young adult books coming out in the months ahead each quarter.

Phoebe's Haunted BookCellar: The Library teens took over Phoebe's BookCellar to create a spooky, but not too scary, haunted cellar for the Library's younger visitors on Halloween.

Stay & Play Café: In this weekly, informal playgroup, caregivers met for coffee and talk while their children participated in a series of open-play activities.



New Zine Collection: Young adults proudly unveiled a new Library collection—locally created zines! These short, hand-crafted magazines created by local youth cover a variety of topics. Titles include *The Importance of Writing in Cursive*, *Swimming Pool Safety*, *Why You Should Get a Cat*, and *Why We Shouldn't Have Homework*.

Trash'n Fashion: This 3-month series paired fashion with upcycling. Participants learned how to make vision boards and then participated in a variety of hands-on workshops on sewing, clothing and accessory design, and fabric dyeing to help make

their visions into final products made from recycled materials. The series culminated on April 26 with a showcase featuring the final projects and a special presentation from Old Lyme's Solid Waste and Recycling Committee. More than a dozen projects were entered in the final contest judged by Pat Spratt, Diana Dennison, and Katie Balocca.



Summer Reading Program

This year, readers of all ages were invited to join in on the fun.

Pre-K through Grade 5: 136 participants logged 87,343 minutes of reading time.

Grade 6 and up: 50 participants logged 49,967 minutes of reading time.

Adults: 17 adults participated in the new Book Bingo Summer Reading Challenge. All participants read a minimum of 5 books between the months of June and August, and 8 participants read 25 books or more!

Adult Programs

Public Services Manager Linda Alexander and Development Assistant Katie Balocca organized a variety of lectures and special events designed to educate, engage, and connect adult residents. Highlights included:



Arts & Culture: Participants were fascinated by author Arthur Houghton's insider tales of the ancient art curatorial world; entertained by live Celtic music performed by Ringrose & Freeman; enchanted by an appearance of The Gillettes; empowered to make wise college planning decisions; and inspired to create personal scrapbooks to chronicle special occasions.

Educational Seminars: Participants learned about a wide-variety of topics including the history of the modern first ladies and the Revolutionary War, the science and practice of turtle rehabilitation, and the art and science of natural landscaping,

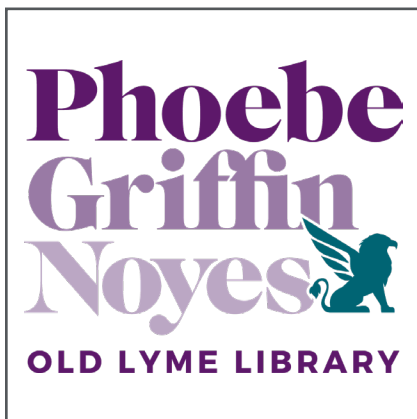
Literature: Two regular monthly book groups engaged residents in critical reading and encouraged personal connections, and a special panel discussion with the Haddam Writers Group encouraged residents to try their hand at writing.

Health & Wellness: Participants learned about the importance of lifestyle choices to reduce the risk of breast cancer, were instructed in a variety of yoga styles, and were encouraged to practice mindful communication techniques.



Branding Project

In late 2017, the Public Relations Committee embarked on a months-long project to develop a new logo and brand package for the Library. The Library engaged the local marketing firm OverAbove to provide strategy and design assistance. This project was part of the long-range goal of enhancing the visibility and image of the Library in the community. The new logo and look will begin to appear in Library communications in the 2018-2019 fiscal year.





Behind the Scenes

The Library Staff and Board of Trustees continued to identify ways to improve services and communications and to stay up-to-date.

Special projects this year included:

Collections: Access Services Manager Kristine Ferguson and Cataloger Janet Everett, among others, began preparing the collections for the upcoming building renovation.

Website: Reference & Technology Librarian Jess Steding updated the Library's website to include a digital archive of the Library's

printed newsletters and additional information about the Library's history. She also began a full review of the Library's website in anticipation of a redesign to occur the following year.

Record Keeping: Administrative Assistant Evelyn Morgen and Development Assistant Katie Balocca among others, reviewed and updated our record-keeping practices.

Bylaws & Policies: The Board of Trustees reviewed and updated the Library's bylaws and child safety policy. The Personnel Committee initiated a complete review and update of the Library's personnel policies.

Professional Development: Children's Librarian Julie Bartley attended the 2018 Biennial Public Library Association Conference in Philadelphia.

Collaborations & Partnerships

We were fortunate to continue collaborating on a wide range of projects with a variety of local organizations and businesses, including, but not limited to, Center School Preschool, Community Connections Network, Florence Griswold Museum, Lymes' Youth Service Bureau, Lyme/Old Lyme Chamber of Commerce, Lyme/Old Lyme Neighbors, MusicNow Foundation, Old Lyme Arts District, Old Lyme Historical Society, Old Lyme Schools, SARAH Family of Agencies, Spark Makerspace, Town of Old Lyme Solid Waste and Recycling Committee, The Carousel Shop, The Chocolate Shell, The Old Lyme Ice Cream Shoppe, and Da Vinci's Pizza. Highlights included:



Phoebe's Brunch Notes: In April, the Library partnered with the MusicNow Foundation to offer Phoebe's Brunch Notes. Tickets to this joint fundraiser invited participants into the Library's beautiful Reading Room to enjoy live music from *The Sound*, a teen jazz collective, and a special brunch provided by the Old Lyme Ice Cream Shoppe.



Women in Business Breakfast: In May, the Library partnered with the Chamber of Commerce to offer a panel discussion featuring four successful local business women—Robin Rountree from threetrees, Patricia Spratt from Patricia Spratt for the Home, Laurie Walker from Coldwell Banker, and Jean A. Wilczynski, CFP from Exencial Wealth Advisors.



Old Lyme Arts District: Arts & Culture on Lyme Street: The Library was proud to be a founding member of the new Old Lyme Arts District established this year. The Arts District is “a partnership of local nonprofits, businesses, and organizations committed to promoting opportunities to enjoy and take part in the cultural arts and learning available on historic Lyme Street in Old Lyme.”

SARAH Family of Agencies: The Library was proud to work with SARAH, a Connecticut organization whose mission is “to enrich the lives of persons with differing abilities, their families, and the community and to provide advocacy services and support.” SARAH participants met regularly at the Library to have lunch, participate in a craft activity, and volunteer their time.



Run Like A Girl: The Library partnered with LYSB to offer a 10-week running program for girls age 8 and up. Participants received the training necessary to complete a 5K run as well as education on stretching, nutrition, injuries, and stress relief.

The Friends of the Library & Phoebe's BookCellar

The Friends is an all-volunteer organization devoted to strengthening the partnership between the Library and the Old Lyme community through support, volunteerism, and advocacy. Some Friends maintain membership to show support of The Friends' mission, while others volunteer their time. The Friends strengthen the Library by fundraising through Phoebe's Bookcellar, caring for and beautifying the Library grounds, and hosting social events to build support for the Library. Highlights this year included:



Funding: The Friends provided \$22,000 to the Library to be spent on materials and services.

Award of Excellence: The BookCellar was the proud recipient of the Friends of CT Libraries Group Award. They received the award in recognition of their support of the Library and the community, their development of new and innovative programs, and their raising money for and awareness of the Library. A group of BookCellar volunteers accepted the award at a ceremony in Middletown on June 9.



Bylaws & Membership: The Friends reviewed and updated their bylaws and developed new membership guidelines and an information packet.

BookCellar Updates: This year, the BookCellar said goodbye to co-manager Ann deSelding and welcomed new co-manager Joan Overfield to join forces with returning co-manager Claudia Condon. Claudia, Joan, and their team of more than 50 volunteers have worked together this year to:

Raise over \$18,000 in support of the Library.

Beautify the BookCellar by painting the exterior entrance, adding artwork, rearranging collections, and improving signage.

Expand hours to include Mondays on a trial-basis.

Expand sales by selling prints of the 1868 Atlas of New London County as well as other artwork.

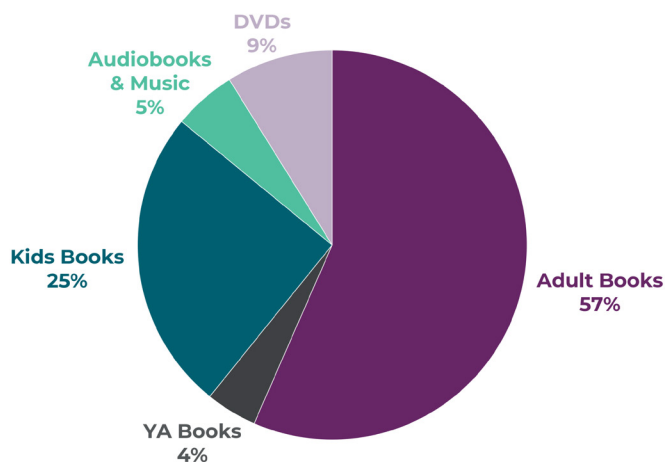
Host multiple special sales, including the annual Holiday Sale, which was relocated to the Reading Room this year and included decorations, refreshments, and live music.

Improve the BookCellar's profile on Facebook.

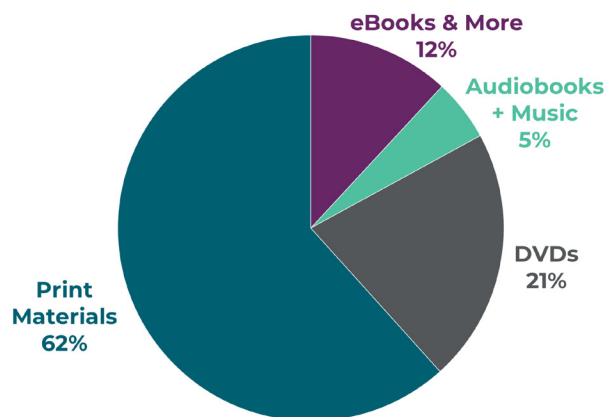


BY THE NUMBERS: SERVICES

Physical Collections: 40,000+ print items & media items available for use



Use of Collections: 68,000+ items were checked out by patrons



Digital Collections:

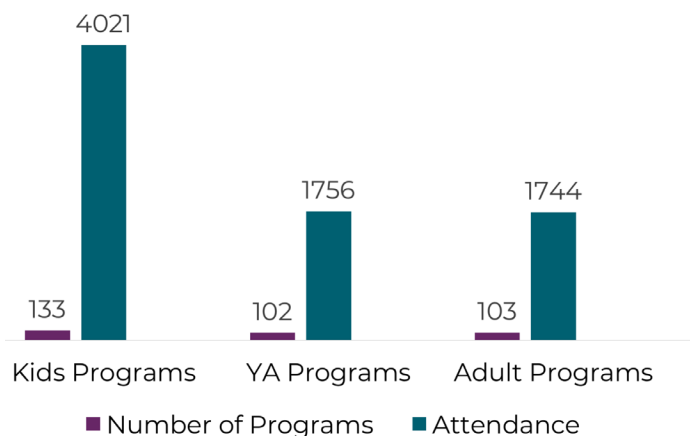
- Nearly 11,000 ebooks
- 3,800+ downloadable audiobooks
- 240 online magazines
- 42 online databases & tools

Reference Questions

Staff answered 4,300+ requests for information and technology assistance.

Programs & Events:

338 events attended by 7,521 patrons



Visitors

More than 51,000 patrons visited the Library.

Meeting Rooms

Community groups used the Library's meeting room 200+ times.

Public Computers

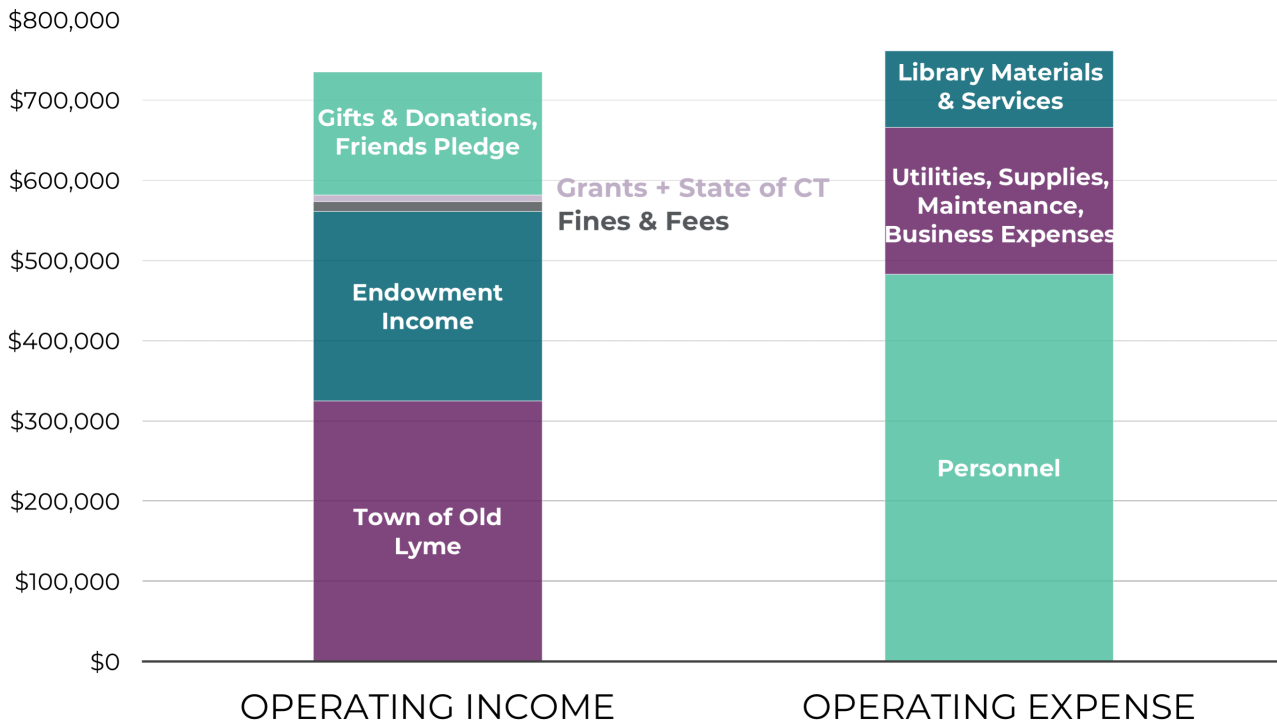
The Library's 17 public computers were used over 10,000 times.

Website

The Library's website was visited over 45,000 times.

BY THE NUMBERS: FINANCES

OPERATING INCOME & EXPENSE, 2017-2018



ENDOWED FUNDS REPORT

The OL-PGN Library Endowment was established in 1899 with \$10,000 in gifts from the Ludington and Noyes families. Over the course of the 20th century, additional funds were contributed by Old Lyme residents committed to supporting the long-term success of the Library. Today, the funds comprise a variety of investments; some are restricted funds, designated to be spent on particular categories of books, materials, and services, while some are unrestricted and are used to cover a portion of annual personnel and building expenses. For the fiscal year ending June 30, 2018, 32% of the Library's total operating budget was funded by a 5.5% draw-down on the Library's Endowment. During the same fiscal year, the Endowment investments generated a return of 10.3%.

2018–2019 Library Honor Roll

Anonymous (3)* (41)
 Don & Patricia Abraham
 Marie Abraham
 Ann & Gary Agasi
 Austin Allan & Diane Dennison
 Nancy & Hollis Allen, Jr.
 Jamie & Curt Alpha
 Genevieve Amlong
 Teddy & Maria Anastasiou
 A. Andersen
 Lori & Greg Andersen
 G. Anderson
 Stephen & Evelyn Anderson
 Bob & Chris Angeli
 Linda & John Angelico
 Randy & Susan Anway
 Judy & Bill Archer
 Deborah Armentano
 The Atkinson Family
 Barb & Art Avery
 Joan & Tim Baffaro
 Sheldon & Brenda Baker
 The Balocca Family
 Marsha, William & Brendan
 Bansavage
 Bruce Baratz
 The Barndt Family
 Trudy Barr
 Peter & Michelle Bass
 Susan & Stephen Bates
 Matthew A. Baxter
 Sue & John Beatty
 Jim & Janet Bechtel
 Tom & Judy Beers
 Joe & Shannon Benedetto
 Heather S. Bennett
 Paul & Tara Bennett
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 Kay Knight Clarke
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 Constance S. B. Cliffe
 George & Linda Clough
 Madeline & Keith Coakley
 Janet & Johnny Cody*
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 Ned & Rachel Coffee
 Laysville Hardware & Coffee's Market
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 Jack Collins & Kate Phelan
 Mary Lou & Brian J. Condikey
 John & Claudia Condon
 Kevin & Amy Conley
 Nancy Connell
 Alison W. Conrad
 Shirley Conroy
 Carolyn C. Cook
 Jeff & Betsey Cooley
 Britt Sinay & Bob Cooper
 Eugenie Copp
 Robert & Jean Corrao
 Sean Costello*
 Daniel & Linda Cotton
 The Crolius Family
 Ted & Becky Crosby
 Linda Reynolds
 Eileen Cummings*
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 & Francois Haymann
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 Kathleen & Gerald Holland
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