

# ANNUAL REPORT 2017

## CHANGES TO BOARD OF TRUSTEES MEMBERSHIP

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The Waterford Public Library was chartered by the University of the State of New York in 1895 to serve the population of the Waterford/Halfmoon Union Free School District. The library is governed by an autonomous five member Board of Trustees. It is funded by a local property tax levy, which is authorized by the residents of the district when the library budget is voted on each June. Members of the Board of Trustees are also elected at this time. About 5% of the operating budget is derived from monies from New York State, Saratoga County and the Town of Waterford.

The library is currently housed in a handsome one-story brick building erected in 1894 by the D&H Railroad as a passenger/freight terminal. The structure, which is on the Historic Register, was completely renovated when the library moved in 1994. The library collection includes over 14,000 books, 3,000 Audiobooks and E-Books, DVDs music CD's and subscriptions to 25+ magazines and newspapers.

The Waterford Library has been blessed with long-term stability within the ranks of its Board of Trustees. During the last decade these board members have moved the library forward greatly in terms of services and facilities updates. They have discharged their duties by crafting fiscally responsible budgets which support the mission of the library and provide a variety of materials and services to the community. Sadly in the last year, personal commitments have made it necessary for several long serving Trustees to resign their positions. Carl Benoit resigned at the end of 2016, and Gail Merola tendered her resignation at the end of 2017. They will both be greatly missed and their contributions to the library are numerous.

One of the biggest challenges to recruiting new Board members is the stipulation that they live within our voting district. After an extensive canvas we were so pleased to appoint life long Waterford resident, Heidi Knorr to fill Carl Benoit's seat. Heidi then ran for her own five year term in June and was duly elected. To fill Gail's position, we have gone "back to the future" and appointed Christine Connell on an interim basis. Christine served previously as a Library Trustee from 2002-2012, and currently serves as a board member of the Southern Adirondack Library System, representing Saratoga County. We are ever so grateful to both Heidi and Christine for their willingness to serve on the library board and help guide the library through an exciting, yet challenging period. If you have an interest in serving in some capacity on the Library Board of Trustees in the future, please stop into the library and speak to Director Tim McDonough. He will be happy to give interested candidates all the information regarding eligibility

## Public Restrooms Renovation Project

Once again the library was a recipient of New York State construction aid, through an application to the Southern Adirondack Library system and our construction partner, *Butler, Rowland, Mays*.



We received \$33,000.00, which was used to renovate our public restrooms and lobby areas. The project required closing the library for a week in December, and the project was completed in February.

## A CHALLENGING GRANT EXPERIENCE

THE LIBRARY HAS A WONDERFUL PARTNER IN THE SOUTHERN ADIRONDACK LIBRARY SYSTEM, WHICH PROVIDES VITAL SERVICES WITHOUT WHICH THE LIBRARY WOULD BE UNABLE TO FUNCTION EFFECTIVELY. IN ADDITION, SALS HAS PROVIDED NUMEROUS GRANT OPPORTUNITIES WHICH ENABLE LIBRARIES TO TRY OUT NEW SERVICES, TECHNOLOGIES AND UPDATE FACILITIES. IN 2017, THE LIBRARY WAS AWARDED A "CHALLENGE" GRANT THAT WAS TO BE USED TO INTRODUCE A NEW SERVICE. WE USED THE MONEY TO PARTNER WITH THE TOWN OF WATERFORD TO OFFER ADDITIONAL PROGRAMMING AT THE NEWLY OPENED WATERFORD COMMUNITY CENTER, WHICH WAS BUILT BEHIND THE LIBRARY. WE ATTEMPTED TO OFFER A VARIETY OF PROGRAMS, GEARED PRIMARILY AT AN ADULT AUDIENCE, RANGING IN TOPIC FROM ASTRONOMY, AGING IN PLACE, MUSIC AND LOCAL VETERANS. UNFORTUNATELY MOST OF THESE PROGRAMS ATTRACTED VERY FEW PARTICIPANTS, INCLUDING A COUPLE WHERE NO ONE PARTICIPATED. THIS DESPITE A FAIRLY VIGOROUS PR CAMPAIGN AND LOTS OF EXTRA EFFORT BY LIBRARY STAFF AND TRUSTEES. ALL IN ALL IT WAS A DISAPPOINTING AND FRUSTRATING EXPERIENCE, LEAVING ALL INVOLVED WITH MORE QUESTIONS THAN ANSWERS. FEEDBACK FROM THE COMMUNITY ON THIS OR ANY LIBRARY SERVICE IS ALWAYS WELCOME. WE WISH TO THANK SALS FOR THE OPPORTUNITY PROVIDED AND HOPE FOR BETTER OUTCOMES IN THE FUTURE.



## PROGRAM HIGHLIGHTS



IT'S A WHOLE LOT MORE THAN JUST BOOKS!





# INSIDE THE NUMBERS

Although the statistics given here don't tell the complete story of the year 2017 at Waterford Library; they are nonetheless a way to measure our efforts at providing superior library service to our community. They help us to see where we are successful and where we might be able to improve. There are of course costs associated with the delivery of library services. Those are detailed on the page following. It is hoped that the Waterford Library will always be considered a worthy investment by its community.

CIRCULATION 2017	
Adult Fiction	8766
Adult Non-Fiction	2521
Children's Fiction	6184
Children's Non-Fiction	1104
Audiobooks	2006
AV & E-Content	12,940
Magazines	2242
Totals	35,763



## MATERIAL EVIDENCE

Materials borrowed from other Libraries  
**2433**  
Materials loaned to other Libraries  
**2495**

Additions to the Collection  
  
Books : 865  
A/V : 412

*"I have often thought that nothing would do more extensive good at small expense than the establishment of a small circulating library..."*

*Thomas Jefferson*

## HEAD COUNT

### Program Attendance

Adult  
Sessions/Attendance  
8      110

Children  
Sessions/Attendance  
66      767

II-

Reference Questions  
387

Public Computer Usage  
1,985

Visits to Library Website  
14,587

Doorswings  
48,995



## WATERFORD LIBRARY FINANCIALS

### INCOME

State & System Library Aid	\$5,120.00
Town of Waterford	\$2,000.00
Library Tax	\$265,693.00
Grants	\$36,277.00
Gifts	\$1,843.00
Interest	\$25.80
Fines & Other Charges	\$5,566.00
Book Sales	\$1,107.00
Transfers	\$0.00
2017 Year End Balance	\$36,336.00

### EXPENDITURES

Personnel	\$167,760.00
Books	\$15,278.00
Magazines	\$2,236.00
Programs & Continuing Education	\$8,744.00
Audio-Visual Materials	\$11,365.00
SALS	\$5,309.00
Utilities, Maintenance & Supplies	\$16,548.00
Insurance	\$3,800.00
Misc. (Transfers to Capital Fund etc)	(\$29,469.00)
2017 Year End Totals	\$281,509.00

The Waterford Public Library's general mission is to assemble, preserve and administer both print and non-print materials that will meet the educational, informational, cultural and recreational interests and needs of the people within its chartered service area.

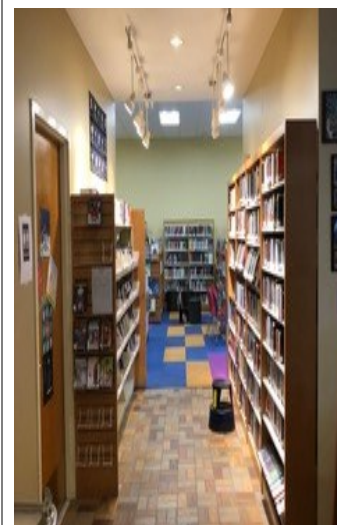


Within that general objective, we give primary importance to serving the above-mentioned needs of out-of-school adults. Gateway-to-Learning service to pre-school children and reference/curriculum support



*"I have always imagined that Paradise will be a kind of library"*

*Jorge L. Borges*



## Waterford Public Library

117 3rd Street  
Waterford, New York  
12188

Phone: 518-237-0891  
Fax: 518-237-2568  
watpublibrary@gmail.com

Find us on the Web!  
<http://waterfordlibrary.net>

### *Waterford Library Staff*

*Timothy McDonough*  
*Director*

*Liz Liddington*  
*Youth Services*  
*Librarian*

*Daryll Cook*  
*Office Manager*

*Lana Lightfoot*  
*Circulation Clerk/*  
*Graphics*

*Gary Larson/ Claire*  
*Moylan*  
*Part-time Clerks*

*Bob Vermilyea*  
*Custodian*

## Waterford Public Library Board of Trustees 2018

Michael Marchese-President  
Patricia Stevens-Vice President  
Joanne McLeod-Treasurer  
Heidi Knorr-Secretary  
Christine Connell-Trustee

The Board of Trustees wish to express their heartfelt gratitude to the community for its robust support of the library and its mission. We firmly believe that a properly funded and maintained library is one of the cornerstones of any successful community. We also recognize that we are operating in a difficult fiscal climate and therefore take our fiduciary responsibilities very seriously. We are pleased that with the help of the staff, we have worked hard to limit expenditures and develop efficiencies wherever possible, without reducing hours or services.



We welcome feedback from the community about our initiatives. Our monthly board meetings are open to the public, and we invite you to submit comments on our Facebook page. We also encourage eligible community member to learn more about becoming a Library Trustee, by speaking to any of the current Trustees.