



Library Department

FY 2022

Library Programs

1129

Arts Commission

1130

Museum

1131

Library Operations: cost of running the library

All personnel from the general fund is allocated here because all staff spend time in each of the programs. Marketing efforts include the creation of posters and flyers for library events, book displays and signage in the library, and engaging and informative social media posts on Facebook, Instagram, and Twitter. Volunteers are trained, scheduled and managed. Tech subscriptions, software and infrastructure are maintained. Joint interests are pursued with library support groups through monthly meetings, preparation of agendas and minutes, work on special projects, grant writing, fundraising and library advocacy. During COVID-19, we had to plan and reconfigure many of our offerings to continue serving the public.

1132

Library Collections: cost of providing resources

We spent \$45,000 on digital collections and database subscriptions in FY21 and anticipate 60,000 book and media downloads in FY22. Staff cataloged over 9,000 new items for the collection, and filled over 50,000 holds for patrons on waiting lists or available from on the shelf during our COVID closure. Collectors selected and ordered a variety of materials, from DVDs, bestsellers, well-reviewed books, and high-interest titles like cookbooks and children's graphic novels. Staff purchased hundreds of patron requests and added a significant number of Spanish language titles to our eBook and eAudiobook collections.

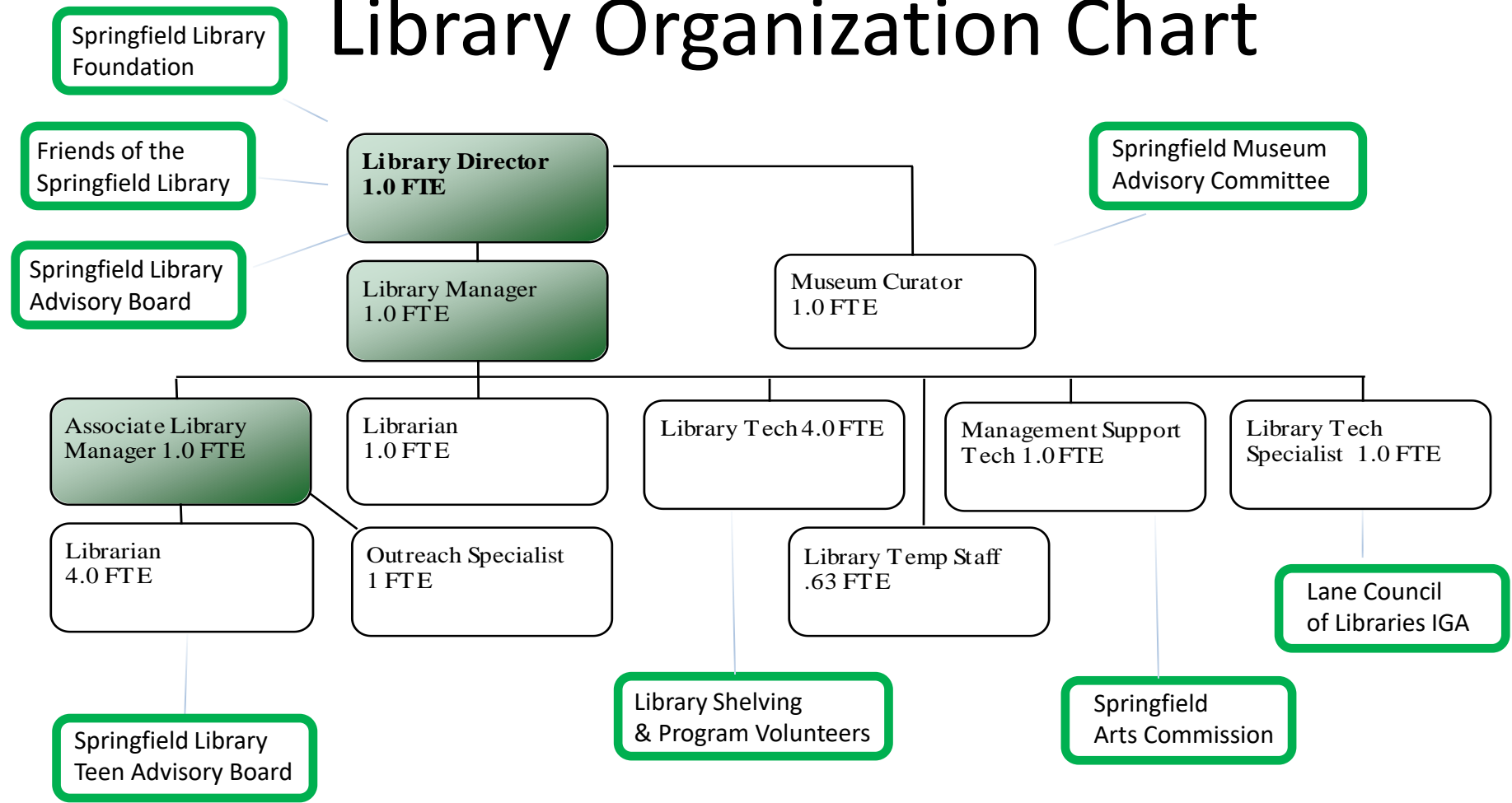
1133

Library Services: cost of providing borrowers' services, programs & outreach

Our service delivery changed in FY21 due to COVID-19 response, reference help over the phone Monday-Saturday to curbside pickup for checking out. Some services continued through this time virtually: book clubs for five different age groups and in Spanish, Summer Reading for all ages, the Día de los muertos celebration, *Please Bother Me* tech help, Springfield series, Springfield Celebrates Authors events, weekly teen programs, and Teen Advisory Board meetings. Other annual offerings we look forward to bringing back in FY22 as services reopen, include: tech classes, the Día de los niños celebration, job search clinics, senior legal services clinics, Wordcrafters writing workshops, laser tag for teens, teen winter event, teen volunteer fair, baby & preschool storytimes, STEAM storytimes, Little Family Yoga, After School Club, school early release programs, spring break programs, special summer events, STEM camps for kids, Virtual Reality Learning Lab, multiple visits to each Springfield School, outreach at community events, and classroom visits to the library.



Library Organization Chart



FY22 Proposed Library Budget



The library also proposes \$8,000 in spending from the 713 Fund for computer replacements.

Library Support Groups

Springfield Library Foundation

In January, held a completely virtual event that raised \$30,000 from corporate and community sponsors

Friends of the Springfield Library

Annual book sale postponed twice; went virtual with an online store and bag sales

Springfield Library Advisory Board

Developed community survey to query the community about library services

Museum Advisory Committee

Developed and adopted the first ever 5 year Strategic Plan for the Museum

Library Shelving & Program volunteers

Anxious to return when we re-open

Teen Advisory Board

Met virtually to help develop meaningful online programming for teens to connect and learn

VOLUNTEERS GAVE

**960
hours**

**EVEN DURING A TIME WE
WERE CLOSED DUE TO
COVID-19**



FY21 Accomplishments

- ✓ • New website launched
- ✓ • Remodeling – museum renovation and children's area safety updates
- ✓ • Get on Board Expansion



- ✓ • Online Payments & Remote Printing
- ✓ • New self-check machines – resolved
- ✓ • New multi-year contract negotiated for our Integrated Library System and continuing intergovernmental agreement

FY21 Accomplishments

COVID response

- Phone reference Mon-Sat, with Spanish language service on Mondays & Tuesdays
- Digital cards
- Computer appointments
- Virtual programming
- Curbside pickup & giveaways



Attachment 12



Highlights

- Día de los Muertos Celebration
- Seasons of Light initiatives & art show
- Museum remodel & name change to Springfield *History* Museum

FY22 Initiatives

- Reopening!
- Work toward removing barriers
 - Continuing outreach efforts to engage non-users and niche populations with pop-up library events
 - Circulating technology
- Quest for sustainable funding for FESAL (the “For Every Student a Library” program)
- Rolling out digital initiative updates as part of new contract – a new patron app and analytics software



3-Year Considerations, FY2023-2025



- Expanding services into the community
- Allocation of limited resources



3-Year Considerations, FY2023-2025

- Building updates
- Collection management

- Electronic subscriptions average a 5% annual increase.
- Print books inflation is about 3.6% over the last three years.

- Updating the library's five-year strategic plan (the current plan is for 2017-2022)

SPRINGFIELD PUBLIC LIBRARY STRATEGIC PLAN 2017 – 2022

- **Be a hub for information and innovation.**
- **Foster an environment of cultural and economic diversity in Springfield.**
- **Expand access to library services.**

Serving the community is what we do!

In an unprecedented year of service changes, through creativity and dedication, we continued our mission to provide library services.

