ANNUAL REPORT FY2022

JULY 2021–JUNE 2022

Kellogg-Hubbard LIBRARY

Kellogg-Hubbard Library

135 Main Street | Montpelier, Vermont 05602 | 802-223-3338 | kellogghubbard.org

Serving Berlin, Calais, East Montpelier, Middlesex, Montpelier and Worcester

2021 Co-Directors' Report

Jessie Lynn

CO-DIRECTOR, NONPROFIT DIRECTOR

Carolyn Brennan

CO-DIRECTOR, LIBRARY DIRECTOR

"Without libraries what have we?
We have no past and no future."
—Ray Bradbury

We believe in libraries. We believe that learning and access to information is a human need and a human right. Libraries create a community space for learning, for thinking and for being.

This year, we engaged our community to think about the future for the Kellogg-Hubbard Library by contributing to our strategic planning process. Our board and staff, along with 160+ members of our community, have been envisioning the next 3-5 years for KHL. We expect to unveil our new strategic plan this fall and we look forward to sharing this collective vision with you.

When we look back on the fiscal year that just finished, it was another year marked by the many challenges and opportunities of the Covid pandemic. Last fall we adjusted to the Delta variant and then in the winter readjusted as the Omicron surge took hold in our community. Through it all, our intrepid staff continued to provide a full slate of library services and we kept our building open to the public. Covid-related grant funds gave us the opportunity to make some necessary technology upgrades and to add new outdoor seating for patrons to gather, read, access wifi, and participate in outdoor programs.

In June, we celebrated the 1-year anniversary of eliminating overdue fines, a change welcomed by our patrons and supported financially by a dozen local businesses. June also marked the 1-year opening of our new always-open book sale, a very popular change that has provided a steady, reliable stream of income for the library.

As an organization, we have prioritized learning about diversity, equity and inclusion best practices for libraries and have begun incorporating this at many levels in the library. You may have noticed our "Where in the World Map" in the School Street stairwell which indicates all the places that KHL patrons are from and/or travel to with library materials. It's incredible to realize how many places KHL connects to across the planet.

When you stop to think about your future, what role do libraries play in your personal vision? Can you imagine a world without an open space to borrow materials, access online resources, attend programs or just simply spend time in? The space that libraries play in each community is vital and we are doing everything we can to ensure a vibrant and inclusive future for KHL.

I LOVE Kellogg-Hubbard LIBRARY MY LIBRARY

STAY CONNECTED TO THE LIBRARY

Follow KHL on Facebook, Twitter and Instagram, or sign up to receive the e-newsletter:

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Sign up for Library eNews: **kellogghubbard.org**

FY2022 BY THE NUMBERS

Circulation

357,636 physical books, DVDs, CDs and magazines circulated

35,612 materials circulated digitally (e-books, audio downloads, Libby, Flipster, and Kanopy)

3,015 interlibrary items borrowed and **1,165** loaned

Digital Circulation

29,293 digital e-book and audiobook circulations via Libby

2,458 digital magazine circulations

3,861 streaming video uses

Programs

163 adult programs held with **1,997** total attendees

136 children's library programs held with **3,298** total attendees

Outreach

Outreach volunteers and staff made:

194 home delivery visits

Technology

65,026 WiFi connections

President's Report

Bridget Asay

BOARD PRESIDENT

The Kellogg-Hubbard Library is a 21st century library in a 19th century building. During our board's strategic planning retreat in June, we considered the beauty, the joys, and the limitations of our historic home. Our building graces downtown Montpelier with its elegant façade and inviting lawn. But it is expensive to heat and difficult to cool. It is as comfy a place to curl up with a book as you'll find. But the layout is traditional—better suited to book browsers than patrons needing remote work space. We have space for children to play, for art, and for community gatherings. But building maintenance needs are never-ending. Our building is, in short, both a beloved asset and a challenge as we look to a sustainable, innovative future.

And we are looking to the future and asking you, our patrons and supporters, to do the same. What is the mission of a 21st century library in small town Vermont? What steps can we take to make the Library more inclusive and welcoming to all? How do we balance change with tradition? For me, the building frames these questions: what will it look like in 25 years? 50? What will the people inside be doing? How will our communities have changed, and the Library with them?

We have the luxury to ponder the future only because our co-directors, staff, and board have ably led the Library through two challenging years and our communities and generous donors have supported this vital community institution. Many of you shared your views as we began the strategic planning process and we hope you will continue to do so as the process continues. And I hope you will also stop by the Library, perhaps sit on the steps or one of our new outdoor chairs, and think about who will be sitting there in 50 years.

Find all of our Board meeting minutes and information at kellogghubbard.org/board-meetings-agendas-and-minutes.

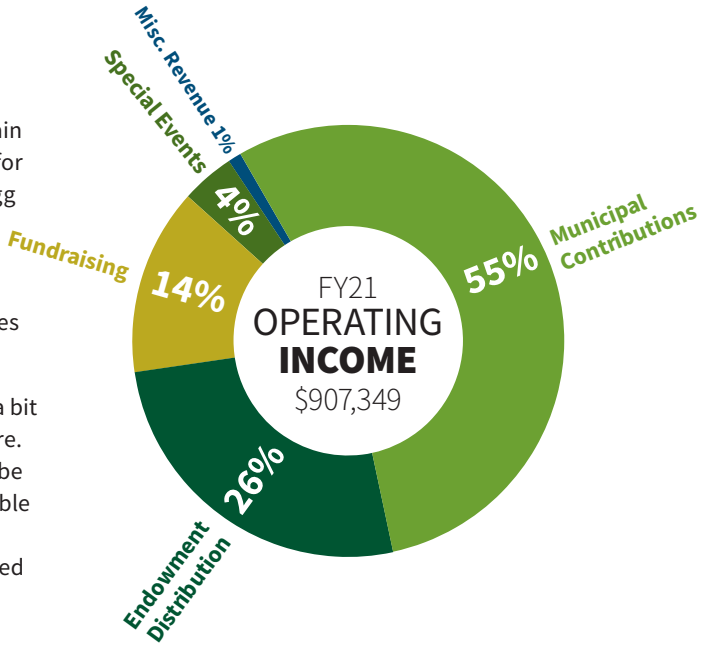
Treasurer's Report

Tim Donovan

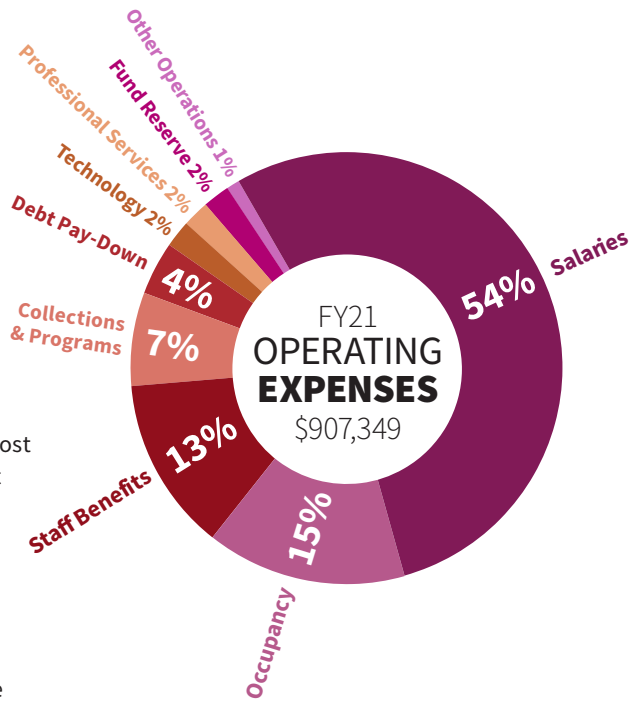
BOARD TREASURER

While it's difficult to ascertain what the new norm will be for the operations of the Kellogg Hubbard Library, it is evident the Library has responded well to both the challenges and opportunities of the past two years.

For a variety of reasons, our FY22 expenses were a bit lower than anticipated and our revenues a bit more. Library management and staff have continued to be creative in providing services in new and sustainable ways. Budget support was again strong on town meeting day as all six towns overwhelmingly passed their Library lines. Our donors have continued to make support of the Kellogg Hubbard Library a priority. And, we have again benefited from some one-time federal recovery funds.



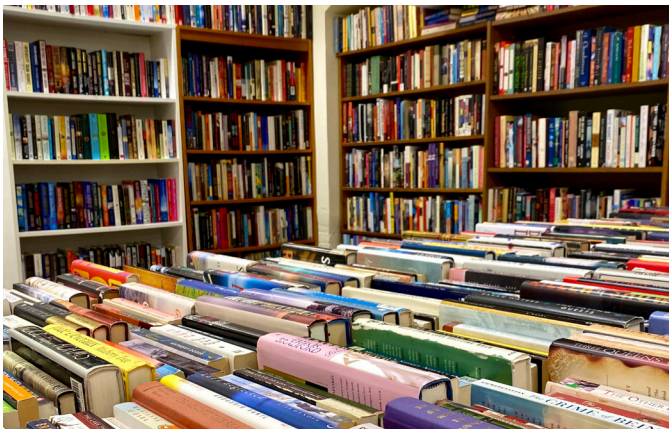
With good stewardship of resources, the management and the board have continued to position the Library for a strong financial future by paying off remaining debt, adding to the endowment, attending to some important building maintenance, ensuring adequate reserves that permit us to respond to unanticipated future challenges, and, importantly, funding strategic planning. In short, the Library's already strong fiscal management has been strengthened further.



One challenge on the near horizon relates to the cost of participating in Montpelier's downtown district heat. The city continues to learn the full cost of operating this utility. The resulting uncertainty in predicting and controlling our heating costs will likely continue for the next several years.

Every five years, the Library submits its financial statements for external review. Such was the case with the FY21 financial statements resulting in a "clean" audit. The closing FY22 financial statements are still in progress and will be available in the fall.

Library financials for the previous 5 years, including the FY21 audited statements, are available on our website: kellogghubbard.org/financial-information.



Right, the year-round basement book sale.

Give the Library a Lift! Updates

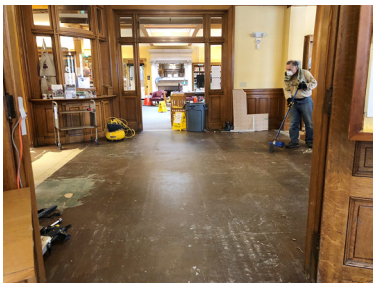
Work on our donor-supported *Give the Library a Lift!* campaign continued with 8 more projects completed during the last fiscal year. We send our heartfelt thanks to our GLL Project Manager Rich Horchler for all of his hard work. Rich has been invaluable over the last 3 years, leading a number of significant projects including the elevator upgrade, lighting conversion, basement renovation, carpet replacement and much more. Rich will be enjoying his much-deserved full retirement starting in late September. Thank you so much, Rich!

DONE AS OF JULY 1, 2021!

- ☑ Refinished the **exterior woodwork** on the addition
- ☑ Upgraded the **HVAC computer** controls
- ☑ Restored the 31 **historic windows** in the 1894 section
- ☑ Renovated the **basement meeting room** space
- ☑ Replaced the **exterior awnings**
- ☑ Repointed the **masonry** on the historic building
- ☑ Repaired and recapped a leaking **chimney**
- ☑ Installed a **heat pump** for cooling in the Hayes Room
- ☑ Replaced the **bookdrop** outside the Main Street entrance
- ☑ Repaired and repainted the crumbling **basement walls**
- ☑ Upgraded the **toilets** in the 4 public bathrooms
- ☑ Upgraded and modernized our 40-year old **elevator**

DONE AS OF JULY 1, 2022!

- ☑ Completed **lighting efficiency** upgrades
- ☑ Upgraded our **electrical circuit breaker** organization
- ☑ Replaced the **stair coverings** in our School Street stairwells
- ☑ Replaced worn **carpeting** in the Children's Library, main floor desk area, Hayes Room, and School Street stairwell landings
- ☑ Replaced the **velvet curtains** in the Reading Room
- ☑ Maintained **interior wood** in the addition
- ☑ Cleaned the **friezes** in the Fiction Room
- ☑ Repaired the **front entryway** to the Main Street entrance



The main floor carpeting gets replaced.

STILL TO DO

- ☐ Produce a **documentary booklet** about the friezes
- ☐ Paint the exterior **basement and attic windows**
- ☐ Address the **overheating issues** on the second floor under the skylight
- ☐ Maintain the **exterior metalwork** on the addition
- ☐ Repair the **broken windows** in the addition
- ☐ Create a new **outdoor seating area** with landscaping

SAVE the DATE

September 29, 2022

Join us for a themed event celebrating the library's beautiful historical friezes.

We look forward to sharing our appreciation for **you**, our donors.

More details to come.

Strategic Planning Update

We are now 6 months into our strategic planning process and nearing completion! In the spring we gathered over 150 survey responses from our community, interviewed key library partners, and conducted extensive brainstorming with our staff and trustees. Our strategic planning group has used all of that feedback to draft goals, which are now being reviewed and edited by the board and staff. We expect to finalize the plan in late September 2022.

FY22 HIGHLIGHTS

- **Our first full year without overdue fines!** 12 local businesses and many individuals helped support this transition.
- The Library was able to **stay open** through the Covid Delta and Omicron surges.
- **Carol Minkiewicz retired** after working 26 years at the Library. Thanks for everything, Carol!
- Donors helped us add **over $120,000 to our endowment** this year!
- **New carpets** in the Children's Library, the Hayes Room and the main lobby. In addition to the carpets, we completed **7 other *Give the Library a Lift!* projects.**
- Our new monthly sustainers and perpetual book sale are providing **reliable, steady monthly income.**
- **Paid off accrued debt** with support from Covid-related grants.
- **Replaced printers** in the library that we've owned since 2006.

KELLOGG-HUBBARD LIBRARY

HAS GONE FINE-FREE!

KHL has been fine-free for one full year!

That is one year of equitable service to our entire community. We are beyond grateful to our sponsors and community members that made this possible.

Northfield Savings Bank

Hunger Mountain Coop

Vermont College of Fine Arts

Washington Electric Co-op

Bear Pond Books

HB Hickok & Boardman Denis, Ricker & Brown

rb Technologies

152 Main Street Family Dentistry

Onion River Outdoors

North Country Your community credit union

concept 2

DEI Initiatives

Libraries are meant for everyone, but how do we make sure we are providing equitable and inclusive services? Over the past year, we have been taking steps to prioritize inclusion and equity at the Kellogg-Hubbard Library. We want all of the members of our community to walk through our doors knowing: "The library is a place for me." We want the stories and resources that we provide to reflect a variety of perspectives, from culturally diverse to neurodiverse, all ages and abilities.

Building on a productive training in the fall, staff founded a Diversity, Equity & Inclusion committee to pursue ideas and initiatives throughout the Library. These efforts have included evaluating our building for opportunities to be more accessible and inviting, such as multilingual signage, and collaborating with Chief Don Stevens of the Nulhegan Band of the Coosuk, Abenaki Nation, on the development of a land acknowledgement to be posted in the Vermont Room.

Several staff members have also participated in DEI-focused professional development courses, including antiracist library culture and collection development courses funded by the Vermont Department of Libraries. The guidance from these trainings was shared with all members of library staff and is being used to steer collection development. Staff members have been applying a DEI lens when considering new items or deciding what to weed. In the children's library, an audit is underway where each item in the collection is looked at with a critical eye on representation. The items are tallied and the information paints a picture of the voices that are included in the library collection and helps guide decisions about items that are added. The goal is to assess and improve the collection to better reflect the diversity of the country and the world.

Finally, as the Library works towards the drafting of a strategic plan for the upcoming years, we have remained passionate about making diversity, equity, and inclusion our guideposts. These values are essential to what a public library is and does and are foundational to our vision for the Library's future.

—Nicole Westbom and Sarah Wisner

New Library Trustees & Staff

Sarah Davis
TRUSTEE, WORCESTER

What made you want to become a library trustee?
Going to the library was always a big part of my experience growing up, and I have lots of memories of spending time in the libraries of various places I've lived. I'm a relatively new resident of the area and was immediately drawn to the library as a way to connect with the area. It has also been a wonderful resource for my young daughter. I thought that being on the KHL board would be a way to deepen that experience and give back to a place that has been such a meaningful resource for me.

What are you currently reading?
I'm currently reading *The Overstory* by Richard Powers, *I'll show myself out* by Jessi Klein, and very slowly re-reading *Anna Karenina* (Tolstoy), which I've heard hits you differently at different times of your life (and I'm finding that to be true!).

What is the most surprising thing you learned about the library since becoming a trustee?
One of the most surprising things I've learned about the library is that they receive no direct municipal funding! It goes to show how important it is to support the library through your town's taxes as well as book sales and other fundraisers.

Katarzyna Janiga
HEAD ADULT LIBRARIAN

What made you want to become a KHL staff member?
I visited KHL a few years ago and fell in love with the building and with the dynamic atmosphere inside. I knew I wanted to work at a library that had such friendly staff and such a bustling energy, and it has been exciting to be a part of this wonderful community.

What are you currently reading?
I've recently finished reading *The Wisteria Society of Lady Scoundrels* by India Holton, which was a laugh-out-loud story of piracy, espionage, witchcraft, and regency romance, and *Crying in H Mart* by Michelle Zauner a beautifully written memoir about the author losing her mother, growing up Korean-American, and forging her own identity.

What is the most surprising thing you learned about the library since joining the KHL team?
During WWII, KHL was used as a District Warning Center by the Vermont Council of Safety. The building was staffed 24 hours a day by volunteers on alert and ready to spread the news in case Vermont was ever attacked.

Colleen Beamish
DEVELOPMENT COORDINATOR

What made you want to become a KHL staff member?
I love that the library brings the community closer together. Every day I meet new people and am reminded that my work is directly impacting each and every one of them in a positive way. It is also lovely to be surrounded by people who love to read!

What are you currently reading?
I recently finished *The House in the Cerulean Sea* by TJ Klune. Next I'll be tackling some book club reads including *Before the Coffee Gets Cold* by Toshikazu Kawaguchi and *Lessons in Chemistry* by Bonnie Garmus.

What is the most surprising thing you learned about the library since joining the KHL team?
I think the book sale is pretty impressive! I was definitely surprised when I first went down to the basement to see how many incredible books we have for sale.

Valentyn Smith
ASSISTANT CIRCULATION LIBRARIAN

What made you want to become a KHL staff member?
This is my dream job: I love our library, all the people in our staff and community, everything this place is about, and, of course, the books.

What are you currently reading?
Crime and Punishment by Fyodor Dostoevsky.

What is the most surprising thing you learned about the library since joining the KHL team?
There's a ghost in the attic!

Donors

In Honor of

All the writers and readers!
by Timothy Swartz

Karen Andresen
by Anonymous

Bridget Asay
by Amalia Di Stefano

Hutch Hutchinson
by The McCullough Family

KHL Staff
by Mary Hanrahan

Jessie Lynn
by Thierry Guerlain & Julie Hendrickson

Carol Minkiewicz
by Robert Lincoln & Lynne Walther

Carol Minkiewicz' cat, Rusty
by Anonymous

Sarah Seidman & Scott Harrower
by Whitney Machnik & David Horner

In Memory of

Maria "Josie" Bellini
by Eileen DelSignore, Teresa DeSimone, Maurice Fortier & Jan C. Fortier, Carol Minkiewicz, Elizabeth Sarkisian

Constance Brown
by Christopher Brown

Keith DeVaughn and Stacey DeVaughn
by Phyllis Giordano

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by Maribeth Domanski

M. Dickey Drysdale
by Robert Squires & Ellen Drysdale

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by Dale Ferris Phillips

Peg Franzen
by Joyce Werntgen

Larry Gordon
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by Leslie Haines

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by Onion River Outdoors

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KHL Sustainers

Learn more about becoming a KHL Sustainer kellogghubbard.org/khl-sustainers

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KHL SUSTAINER

Want to be a KHL Sustainer?
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Pages and Substitutes

Everyone who works or volunteers at the Library is essential, but some go more unsung than others. KHL relies on the work of Circulation Desk Substitutes and Library Pages every day. Subs regularly fill in on the circulation desks. Library Pages are high-school student employees who shelve nearly all of our returned materials.

This year we'd like to thank **Parvathi Rajaram,** who worked extensively in both the Children's and Adult Libraries when we were short-staffed.

We'd also like to thank our Pages, **Aylwin Morgan, George Lane** and **Izzy Ehrlich,** all of whom are off to college this fall after working at the KHL for many years.

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NOT PICTURED: **Autumn Bissonnette** *Circulation Librarian*

TRANSITIONS

Thank you so much to our departing Trustees and Staff! We wish them all the best in their new endeavors!

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Graham Sherriff

STAFF

Katelynn Averyt
Kate Donley
Carol Minkiewicz
Steve Picazio

So long, Carol!

In October 2021, long-time librarian Carol Minkiewicz retired. Carol served the library in a variety of roles, from Head Circulation Librarian, to Technical Services Librarian to Assistant Circulation Librarian in her 26 years at the Library. We miss Carol's knowledge, friendly face and wit, but look forward to hearing about her adventures in kayaking, hiking and home repair. Thanks, Carol!