

LIBRARY OF THE CHATHAMS  
CHATHAM, NEW JERSEY

**DIRECTOR'S REPORT  
ANNUAL, 2010**

The staff will be happy to see this year end. December was a particularly stressful month. One staff member, who was experiencing a fair amount of stress, fainted one day in the staff room, and the First Aid Squad was called. She suffered a concussion. Another staff member fell on the back steps and suffered a dislocated shoulder. Again, the Squad was called and transportation was provided to Overlook Hospital. Another staff member is facing hip replacement. Two staff members with mothers, both 93 years of age, had family emergencies. In one case, the mother died after a lengthy illness. In the other, surgery has been performed and we are all hoping for a positive outcome.

Budget problems have hounded libraries throughout the year. In July we got a statewide cut of 74%. No other entity had such a sizeable cut. Patrons and library staff responded with 82,000 postcards, 70,000 emails, personal letters, and visits to legislators. Over 500 of us went to Trenton and rallied at the State House. The reduction was reduced to 43%, still huge, but better.

We are hoping to salvage the ILL program which is so important to patrons. In 2005, we received 20,956 items for Chatham patrons from other libraries. In response, we loaned over 20,000 items to people from other municipalities. It is cheaper to move these books than to purchase them. By reducing regional offices from five to one, we are hoping to use funds saved there to keep the program alive. Numbers borrowed in 2010 significantly exceed the numbers of 2009.

Our own figures of patrons using our Library were over 242,000 in 2009, and over 249,000 in 2010.

*Not everything that can be counted counts,  
and not everything that counts can be counted.*  
~ Albert Einstein

**BUILDING AND GROUNDS**

We are going to have to replace a containment tank and a valve in the furnace room. The cost will be \$3,512. The ceiling and lights in the older stack area need to be replaced. People have trouble finding books in much of the area due to bad lighting. Our architect is having someone come in to give us a recommendation and an estimate. We also have a ceiling leak in that area.

We started to work on the Cyber Café downstairs, which will have several computers, a computer table, and chairs. This entire project will be a gift of the Friends of The Library.

The most exciting event on our “grounds” was the automobile which attempted to drive up the Centennial Walk to our front entrance. After the driver arrived at her destination, she did not know where to park, and finally realized that she was not on a driveway!

In 2009, we had to replace an electrical panel in our basement, working with Jersey Central and an electrical contractor.

We experienced roof leaks following heavy rains. This is a constant source of difficulty as our roof is so convoluted. We continue to work on this.

We have 53 emergency lights in the building, and some of them were so old and malfunctioning, they had to be replaced.

The Library van, used to transport materials in book drops in the Borough and Township, to transport materials to Township Hall for Library patrons' pick-up, and take the Library recycling to the Borough station, finally gave up the ghost. The Library purchased a 2006 Toyota Rav4 to replace it. Most of the cost came from the Library Van depreciation fund.

### AUTOMATION

Our four new computers and monitors have arrived. Two will be utilized in the above-mentioned Cyber Café. The other two will replace worn-out computers in the Children's Room. We have some very sickly computers that we will need to replace in the next open purchase order.

*Man is the lowest-cost, 150-pound, nonlinear, all-purpose computer system  
which can be mass-produced by unskilled labor.*

*~ NASA in 1965*

Morristown Memorial Hospital approached us and offered to give us a computer that would allow us to access the libraries at that hospital and at Overlook Hospital. Patrons can ask any medical questions they might have, and will receive an answer by e-mail, phone, or mail with 24 hours. It is on our website. We were able to arrange for all other Morris County libraries to also utilize the connection by simply using the Chatham website to link to the hospital libraries.

### FRIENDS OF THE LIBRARY

The Friends had their annual Holiday Dinner, as usual, on the first Friday of the month. Our hospitality events during the year include the School Librarians' luncheon, and a special gathering for all Library volunteers.

The Library grounds continue to be a show place due to the hard work of John and Helen Gardner. The Friends pay for all supplies, and the Gardners, with occasional helpers from the garden clubs, do all the hard work.

The Book Sale was again a resounding success. Receipts are reported in the following Gifts segment. Over one hundred volunteers from all over the area help to sort and set up books. A special hour is now held on the public sale morning, allowing dealers to come in first for a fee of \$20. They get the benefit of looking over the selection first, and hopefully getting out of the way before the general public comes in.

Currently, they are overwhelmed by the number of donated books being collected for their annual Book Sale in March. They are almost at the point of being punished for their success. We don't know if they can continue at this pace forever.

### GIFTS

In December, Abigail Fair was honored with a \$100 gift to the Library by her friends; additional funds were received to honor some and to memorialize others. The Eigen Family's annual donation of \$2,500 was received, as well as \$200 from the Independent Thrift Shop, and \$100 from the Woman's Club. Alice Lundt purchased (\$181) another package of special plastic bags to use at the circulation desk, and Margaret Nicolais added \$500 to her Sunshine Fund (for the staff). An interesting gift of \$100 was received from the Malla family in memory of Mrs. Malla's father, who spent a great deal of time in our Library on his visits from India, and reportedly always claimed it was "the best!;" this will be an annual gift.

A tally of gift funds over the year 2010 reaches \$36,852. These funds come from groups such as the Jaycees; the Buesing Children's Fund; the Eigen, Marshall, Balse, Kurtzman, and Nicolais Families; and a host of community groups (Woman's Club of Chatham, Kiwanis Club of the Chathams, Independent Thrift Shop, Fishawack, Inc., our historical societies). Dozens of memorial gifts are received every year, and each is used to purchase special books at the donor's suggestion.

The Friends are responsible for a large portion of the year's total, paying for the purchase and installation of the overhead projector in the large meeting room, subscriptions to the Morris Museum and to BookPage, a review newspaper for the public, and many smaller gifts throughout the year.

In addition to the "Gift Fund," other monies are received annually for specific purposes: The Read Foundation brings in \$1,500, as does our stipend from MUF. The Friends provided the payments for juvenile programs totaling \$6,960, as well as helping with the young adult programs. The big daddy of contributions, however, is the money received from the Friends' Book Sale: a whopping \$24,211 was added to the coffers in 2010, dedicated to the purchase of Library materials (books, AV, etc.)!

In total, The Library has spent \$30,187 in Gift Funds; \$27,435 in Book Sale receipts; and \$1,857 on MUF materials. An additional \$990 from the Read Foundation purchased AV items.

#### MORRIS AUTOMATED INFORMATION NETWORK

MAIN has decided to switch by Polaris (from SIRSI) if the cost is doable. We are currently collecting and reviewing the financial information.

Your Director will serve as "Large Library Representative" on the MAIN Planning Council this year.

*Western society has accepted as unquestionable a technological imperative that is quite as arbitrary as the most primitive taboo: not merely the duty to foster invention and constantly to create technological novelties, but equally the duty to surrender to these novelties unconditionally, just because they are offered, without respect to their human consequences.*

*~ Lewis Mumford*

#### INFOLINK (Formerly Highlands)

We continue to work with Infolink as a replacement for Highlands. Our main focus for now is to find a way to maintain ILL as a service available to Library users all over the State.

#### MORRIS COUNTY LIBRARY

Due to budgetary restrictions, the County Library will be closed on some Sundays in 2011. This will be hard on users who are unable to use the Library during the week, due to work restrictions. The County has some expensive resources smaller local libraries cannot afford.

#### MORRIS-UNION FEDERATION

MUF continues to serve its member libraries very well. We are planning our annual Advisory Council dinner meeting for Wednesday, May 4, 2011.

#### PERSONNEL

The one major change to our staff was the hiring of a new Children's Librarian, local resident Laura Weinbrom. Mrs. Weinbrom was in the final stages of earning her MLS, and worked with

us while she finished those courses. She has been an enthusiastic addition. A part-time weekend librarian was also hired to replace one leaving us.

Negotiations on the CWA Contract took place. The contract, covering the years 2010-2011, was approved in May.

### PROFESSIONAL ACTIVITIES

December 1 – MAIN Directors Meeting, Montville Public Library  
“ 9 – MAIN Planning Council  
“ 13 – Met with Entel (Phone company)  
“ 21 – Kiwanis Club meeting

### DEPARTMENT REPORTS

*In December, 320 patrons attended 23 adult programs/meetings/events.  
Our 16 juvenile events attracted 544 children and adults.  
The people-counter recorded 17,096 persons entering the building.*

### ADULT SERVICES DEPARTMENT: Deborah Fitzgerald, Head

Several members of the Art League of the Chathams held a show of their work at the Library through December. Jo Powers, Ed Schuh, and Joan Casterlin displayed their watercolor and oil paintings. Melanie Sze displayed her photography. We thank all these artists who offered to exhibit their art during this busy time of year.

The Library sponsored six art shows this year and sold two paintings from these shows. Sales seem to be down this year due to economic factors. The Friends of the Library host the opening receptions and receive 20% from all sales.

In December, Mike Dutko, of Spring Lake, presented a film featuring Andrea Bocelli singing Christmas carols with other performers, a narrated version of “The Nutcracker” featuring the Salzburg Marionettes, a Christmas celebration in Norway with Rick Steves, and Jose Carreras performing Christmas music in Obendorf, Austria. A small audience attended this program.

Our volunteers continue to help with projects; however, not as frequently this time of year. The pages are keeping busy shelving books and audio materials as well as keeping the shelves in order.

We are still reinstating compact discs which did not have item records in the Morris County system. Thirty-six compact discs were reinstated this month which brings the total to 267 discs to date. Polly Bonasera is helping with photocopying the information on the discs and covers so that it can be sent to the County and records can be purchased to put in the database. We have reinstated all the holiday music for which we have received item records, so we have a good core collection for our patrons to borrow over the holidays.

In December we had five Library sponsored meetings with 46 people in attendance. There were 18 community meetings with 274 people in attendance. We had a variety of Library sponsored programs in 2010, including lectures, films, book talks, travelogues, computer database demonstrations, income tax assistance, notary, and blood pressure screening.

Our meeting rooms are always busy and require a great deal of scheduling. Some of the local organizations using the facility were the Woman's Club, Chatham Antiques Club, Sierra Club, N.J. Jazz Society, Girl Scouts, Boy Scouts, Chatham Community Players, Chatham Brass Band, Embroiderers' Guild, Garden State Puppetry Guild, Garden State Quilters, Chatham Democrats, League of Women Voters, Adult School of Madison, Chatham, and Florham Park, the Environmental Committee of Chatham Township, and local garden clubs, just to mention a few.

The Library participated in the Fishawack Festival this year. We had an excellent speaker, Walter Choroszewski, a well known New Jersey photographer and author. He presented a lecture starting with the geological formation of New Jersey and then offered many unknown historical facts about the state. We also had Elisa Caporale give a basket weaving demonstration, and the Morris Chapter of the Embroiderers' Guild demonstrated their needlework.

This summer Ms. Fitzgerald had six film nights for young adults and had young adult book author, Randy Raab speak about his book, "The Dewey Deception: The First Adventure of the Biblio Files," Elizabeth Galvin of Chatham presented two jewelry making workshops for teen girls. Mrs. Weinbrom and Ms. Fitzgerald hosted a pizza /Wii game party for the teens that helped with the children's summer reading club program.

The total number of people using the Library in December was 17,096. There were an additional 7,475 people using the facility in 2010 over the previous year bringing the total to 249,476, an increase of 3%.

Our pages have done a great job over the year returning books and media back to the shelves, especially during the summer when the children's reading club takes place. They are responsible and cover one another's hours during vacations and times of illness.

We are grateful for the volunteers who have given many hours of their time to make the Library a more efficient facility and allow us to better serve the public. They have helped with the summer reading club, finding claimed returned materials, mending damaged materials, shelf reading, locating materials to be considered for discard, blood pressure screening and other tasks. We had 173 volunteers helping us throughout the year giving us 2,495.75 hours of their time. There was an increase by 9.3% in the hours worked by volunteers this year.

In 2010, 94 compact disc titles were added to the adult audio collection. Staff reinstated 267 compact discs which did not have item records in the database, for the Morris County Library system, beginning in October. Approximately, 35 compact disc titles were deleted which will go into the Library's book sale in March.

Also, during 2010, 719 adult, young adult, and juvenile audiovisual items were added and 122 items were discarded to the adult collection. This number is mostly DVDs (597), but it also includes the very popular Books on CD (92), and 29 new Playaways. A Playaway is a complete unabridged digital audiobook, about the size of the palm of your hand, into which earphones can be plugged. They can also hang around the neck on a lanyard for hands-free listening. Most of the audiovisual deletions are out-of-date VHS tapes. All audiovisual items require time-consuming complicated processing, and fortunately, there are wonderful volunteers who help with all the labeling and filing.

We added 263 titles to the young adult fiction and nonfiction collection. This is an increase by 43% to the young adult collection.

CHILDREN'S DEPARTMENT: Laura Weinbrom, Head

There was no slowdown for the holidays in the Children's Room at The Library of The Chathams. The cold weather seemed to bring children and caregivers into the Library in droves. We responded with books, puzzles, crayons and plenty of programming (listed below) to keep everyone busy.

Students from the Early Childhood Learning Center performed holiday songs and treated our young audience to music and sing-alongs. The Children's Room benefits from the volunteer services of several ECLC students and it was a joy to have them come in as holiday performers. "We Luv Wii" is offered once a month for Lafayette School students and once a month for Middle School students on Friday afternoons after school. A handful of students have been coming regularly. The school librarians are now engaged in hanging posters for promotion of the events. We will see if attendance increases.

Legopalooza!, a once a month Sunday afternoon program, continues to draw a crowd of over 30 children. The children enjoy seeing their Lego creations displayed in the Children's Room.

Two wonderful Children's Room volunteers provided drop-in story times during the week prior to Christmas. The events were well attended, especially by child caregivers looking for enriching activities for their charges.

Movie Day brought in 22 people on New Year's Eve day to watch The Last Unicorn. The kids brought mats and pillows to get comfortable and enjoy the show.

***The following programs were sponsored by The Friends of The Library:***

Forty-five children turned out to see "Eyes of the Wild: What Sharp Teeth!," with live animals and to hear how their sharp teeth help them to survive in the wild. The children were allowed to touch a fox, a ferret, and an armadillo. Perhaps the most entertaining animal was the talking parrot. He only talked when it wasn't his turn!

Local baker Sally Tracy taught 25 children about different types of frosting and the steps required to decorate cookies in multi-layers. Between steps while the frosting dried, middle school volunteers read holiday classics to the children.

A Library Regular and a favorite of our patrons, Carolyn Dempsey, performed two programs in December. She has been regularly drawing a crowd of over 120 people and the program was outgrowing the Large Meeting Room. We decided to split the children by age group into 3 & Under and 4 & Over. The 3 & Under group was by far the larger, but the smaller group of older children allowed Carolyn to teach much more complex concepts in the second class. The feedback on this program is outstanding.

We had a very similar situation with Yoga Story Time with Jen Haire to that with Carolyn Dempsey's music. Too many children were participating, making the program less effective. We broke this program into two time slots as well. Again, the younger group was much larger than the older group; however, we expect this will balance out over time.

"Green Golly and Her Magical Flute," a husband and wife team, played the flute and told stories to an enthralled audience of 75 children. The children's rapt response to the flute music was reminiscent of The Pied Piper. We received excellent feedback after the program.

Sixteen children came to the Children's Room to enjoy a few minutes reading to Emmie, a gentle, fuzzy dog from St. Hubert's. The program provides the double benefit to the children of encouraging them to read aloud and giving them time to interact with a gentle animal, while offering some support to the animal shelter.

The first/second grade class from The Chatham Montessori School made their monthly visit to hear stories and talk about different types of books. For December, they heard different versions of the Nativity story as told by different characters on the scene: one by the donkey, one by an owl, and one by the star.

The bi-monthly meeting of the Morris Area Youth Services Librarians was held at The Library of The Chathams in December, hosted by Mrs. Weinbrom. Thirty-five children's librarians from around Morris County attended and discussed topics such as e-books for children, the future of print reference materials, and recommendations for program providers.

The biggest event in the Children's Room in 2010 was the Summer Reading Club. In all, 549 children participated in "Make A Splash! Read!" Two hundred fifty-three children earned 40 points and received an invitation to the picnic (provided by The Kiwanis Club of The Chathams) and 179 showed up for hot dogs and dancing. Over the seven weeks of the program, the children read a total of 8,004 books! Incentive prizes are the gift of The Woman's Club of The Chathams, and the picnic entertainment is one of the many programs provided by The Friends of The Library. The key to the success of the program was the 121 middle- and high-school aged volunteers who donated 1,171 hours of their summer to listen to the boys and girls book reports. They encouraged the young ones to enjoy books, to think about them, and to talk about them. The interaction between the older children and the younger children is such a positive thing.

Number of items added to the children's collection: 32; number withdrawn: 33. Our 2010 annual totals are 1,868 new books, 28 books on CD, eight music CDs, and three Playaways, were added, while 469 items were discarded.

REFERENCE DEPARTMENT: Jay Chatterjee, Head

2010 was a year in which people turned to their public libraries more than ever for help, support, and solace in a difficult economic time. Patrons used our resources to hone their computer skills and to look for jobs. After a hard day's work, it was also to libraries that our patrons turned for recreation and general information.

Many of the reference questions we were asked were related to Excel and Word, the two databases that patrons use for work and to write resumes. In fact, we were one of the libraries that participated in the Elevate America program (a NJ Department of Labor and Workforce Development program) whose goal was to help people learn computer skills. We set these patrons up on our laptops.

Many people also asked for information regarding companies they were applying to for jobs. A woman from Livingston called us every week because her local library had stopped subscribing to the Daily Record. She wanted us to look up the Jobs Section for her. Another patron asked for information on how to start a car-wash business, and we directed him to the Gale Small Businesses Database.

Not all the questions we were asked were about jobs. A patron wanted a template for a simple promissory note. We showed her our NJ Legal Forms database. Someone else wanted the contact information for the Congressional Committee on Contracting in Iraq and Afghanistan.

One of the most pleasant things that happened was when, for the second time in two months, two different patrons said, "Thank God for libraries!" The first patron was a young woman who burst into the library one afternoon, carrying a laptop and a brief case. She was as panic-stricken as she looked. She needed WiFi access immediately, she said, and a quiet place to work. We directed her to one of the study carrels, and when she came out about half an hour later, she said, "Thank God for public libraries." The second patron had to make copies of her parents' medical documents and send them to a medical facility by 2 p.m. She used our scanner and PC. Her grateful outburst came when she finished sending the documents to the facility.

We have faced problems with SAM, the print/payment manager that we use on our public PCs, off and on, throughout the year. Other libraries have been facing these problems as well and OLIS is trying to solve the problem.

On the positive side, we installed several new PCs in the course of the year. The one that is most visible to patrons is at the Circulation Desk. It is a PC that patrons can look at when their books are being checked out. If they have any questions, they can ask the circulation staff right away.

Our scanner and our new medical computer have proved to be very popular. The former is used constantly. The latter is a computer given to us by the Overlook and Morris Memorial Hospitals. Patrons can send in questions to a medical librarian, who then replies, by email, regular mail or telephone, and gives patrons relevant articles and other information.

Interlibrary loan continues to be a very busy part of our activities. In 2010, we lent 22,115 items to other MAIN libraries and 622 items to non MAIN libraries. We borrowed 29,691 items from MAIN libraries and 293 items from non MAIN libraries.

Robert Schriek offered one-on-one computer training workshops to patrons throughout the year. Most of them were on how to find information from the Internet. Of special mention is the session Mr. Schriek did with an older woman who has Parkinson's Disease.

We had workshops for the staff and the public on how to download audio books from ListenNJ. We had some special workshops for the reference staff. One was on Word 2007--we need to be proficient in this database since we often have to help patrons who are writing their resumes. Two others were by representatives from Gale and World Book and were on their databases.

Our Library Book Club discussed many interesting titles that generated a lot of discussion. We found that the evening session usually attracts more people than the afternoon one, but the afternoon attendees are such committed members that it makes sense to continue them. We have also started a "listserv" for the group. It is called The Booklovers of The Chathams.

English teacher and High School Media Specialist Mike Curran visited our Library and looked at our books and databases. He was full of enthusiasm for everything that we had to offer. He has put links to some of our databases (Learning Express and Mango Languages) and our Events Calendar on the high school library homepage.

Our study carrels are in constant use. "People use them like revolving doors," was a comment made by one of our staff members. Many of the patrons who use the carrels are students meeting with their tutors or ESL students meeting with tutors from the Literacy Volunteers of America.

Most databases got good usage in 2010. Of the databases that we get from MAIN, NoveList, a literary database as the name suggests, was used 982 times, EBSCO, a magazine database, 3,002 times, and Proquest Historical Newspapers, 3,082 times. Corresponding numbers for 2009 were NoveList, 494; EBSCO, 4,596; and Proquest Historical Newspapers, 1,337.

Our Library provides other databases that we purchase directly. In 2010, the business databases got quite a lot of use. Mergent was used 75 times and Morning Star, 158 times. Mango Languages was used 761 times. ListenNJ, a link from our homepage that goes directly to audio and eBooks got a fair amount of usage as well. Audio books were downloaded 626 times, and eBooks, 147 times. Career Transitions, a database for those looking for jobs, was accessed 37 times.

Our homepage was accessed 171,247 times. Patrons logged onto our catalog 13,440 times and the Internet was accessed from our homepage 39,207 times.

TECHNICAL SERVICES DEPARTMENT: Mary Kennedy, Head

As you have read, December was a weird month here in the Library. The Technical Services staff, Polly Bonasera, Nancy Picillo, and Mrs. Kennedy, had the opportunity to fill in for staff members in other departments who were either using up the last bits of vacation time or were out sick or caring for sick relatives. Mrs. Kennedy enjoyed doing a storytime for 20 eager children one day when Mrs. Weinbrom was out with a terrible cold. The Holiday season and extremely cold temperatures outside also brings a slightly different clientele to the Library who really look to us to provide a warm, peaceful refuge against all the elements of the season.

During the month of December we added 362 books and 38 audiovisual materials for a total of 400 items added to our collection. We discarded 97 books and two audiovisual items for a total of 99 discarded items. Of the books added, 45 of them were gifts. This represents 12% of the total.

During 2010 we added 5,527 books to our collection. This represents a modest increase of 258 books compared to last year. We discarded 2,944 books which is about 325 more than last year. Of the books added to the collection, 730 were gifts. This represents 13% of the total. As we move into another year, space on the shelves for our new titles will continue to be carefully evaluated and out-of-date titles will be discarded. One of the most pressing areas of the collection in need of weeding is the mystery section.

Our oversize collection received quite a bit of attention this year. We converted a good number that were under our 30-centimeter criteria to our regular stacks in order to reduce the size of the collection. This made room for some fabulous large books purchased mostly with gift and book sale funds. We have been especially interested in improving our collection on Architecture, Design, and Modern or Contemporary Art.

In the beginning of December, we received a lengthy report of items marked missing in the system. With help from our faithful and diligent volunteer, Peter Gillim, we have been chipping away at it accounting for all of the missing items. We are happy to report that we were able to locate about 25% the books, many of which had been marked missing in our system for many, many years. It is a very, very small percent of our current titles that we don't find.

This year we received two other valuable reports from OLIS that helped us to better manage our collection. As in past years, the dusty book report helped us to weed material that had not been circulated in over five years. Secondly, we received a report of "Review Me" material of which included items that we had not had bibliographic marc records for in the system. This presented the big project of tracking down the items and then sending requests up to Morris County Library to have the records purchased and added to the system.

As 2011 unfolds, we are looking forward to how the community will respond to our increased commitment in providing a larger collection of electronic books by our lending of Nooks. The e-book market is growing so rapidly it really behooves us at this time to respond. It's exciting to be able to provide books in so many different formats.

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