Annual Director’s Report

Greenville Public Library

2020 – 2021

…imagine the possibilities…
PROFILE

The Greenville Public Library is one of two public libraries in the Town of Smithfield, which has a population of 21,430. The Library was incorporated in 1882 for the purpose of providing library services to the Town. The original building was located on the Greenville Common near St. Thomas Church. A new facility was built on the present site in 1956 with an addition added in 1966 and another in 1991. Membership in the Library Association is open to any adult for a fee of $10.00, to families for $15.00, and business for $50.00. Members of the Library Association elect the Board of Trustees and its officers at the Association's annual meeting. Anyone living in Rhode Island whose library is a member of the Ocean State Libraries (OSL) can use the Library free of charge. A local-use-only card can be obtained for $40.00 by non-Rhode Island residents.

Annual operating revenues are derived from association dues, contributions, local tax appropriations, interest on investments, late fines, grants, and the State of Rhode Island in the form of grant-in-aid. The largest revenue appropriation comes from the Town of Smithfield, which funds 70% of the total library operating budget.

OLIS (Rhode Island's Office of Library and Information Services) supplies interlibrary loan delivery service, continuing education classes, and assistance with children's programs and construction projects.

The Greenville Public Library staff consists of seven full-time and fourteen part-time employees, including seven full-time and three part-time professional librarians holding master's degree of Library and Information Science.

This year with COVID-19 beginning to decline, the library began to gradually open in July with a full Reopening in October 2020. We were able to remain open six days a week with our full hours while following the guidance of the Rhode Island Department of Health and the Office of Library and Information Services (OLIS).
MISSION STATEMENT

The Greenville Public Library is a comfortable and welcoming community, media, and virtual center where people of all ages can meet, learn, browse, and borrow materials free of charge. Reading literacy for people of all ages is a major function of the library.

IMPROVEMENTS, INITIATIVES, AND ACCOMPLISHMENTS

The Library continued to provide curbside services, craft kits, and virtual programs either live or recorded. We are still creating craft kits, and still producing virtual programs based on the demand from the public.

The Library held a tree dedication ceremony on June 27 to recognize the donors from our Tree Campaign. While President Stephen Cicilline was unable to attend, his daughter, Paula Hughes filled in for him.

The Library also had two outdoor book sales, along with books, mugs, and book bags were also sold. Proceeds from the sales were $1,141.00.

We set up a YouTube channel for the library to provide more access for programming.

We also set up a TikTok account primarily for the teens to increase their access to library services.

We also started providing virtual STEAM programming for children.

Due to COVID-19, the library went fine-free in conjunction with all of the libraries around the state from March 2020 – June 2021.
A “Decodable Book Collection” was established in the Children’s Room. These books will help young beginner readers who may be having difficulty with reading.

Ali Beaudette, our new Reference Assistant started interviewing artists that had their work on display here at the library.

The Board of Trustees passed an Equity and Inclusion Policy this year.

The Library resumed its 60 hours of service on October 5.

The Library Children’s staff produced a Library Card Sign-up commercial with the East Smithfield Library Children’s staff.

We had staff participating in Wellness programs and webinars.
Parking lot Wi-Fi was installed by OSL and allows patrons to access the library Wi-Fi from any of our parking spaces. This project was made possible with generous funding from the Rhode Island Take It Outside initiative and the Rhode Island Foundation, with a generous donation of equipment from the Information Technology Disaster Resource Center, and though our partnership with OSHEAN.

**GRANTS AND GIFTS**

The Library received a collection of Swarovski crystals donated by the Mattarocci family. We had the collection evaluated by two local antique dealers.

The Library received a $750.00 Summer Reading Grant from the Office of Library and Information Services (OLIS).

The Friends of the Library raised $444.00 selling masks made and donated by staff member Emily Carey, Halloween treats and Greenville Public Library mugs.
This year, Our Thanksgiving appeal raised $1,870.00.

This year our Spring/Summer fundraiser raised $625.00

The Friends of the Library held a book sale on January 23rd and raised $550.00 from the sale of books, totes and mugs.

The Friends held a Spring Raffle beginning in March 2021 and ending in April of 2021. They raised $512.00.
The Friends held an outdoor book sale on April 17 and April 24 and raised $591.00.

The Library received a PPP loan valued at $151,247.00.

The Town of Smithfield provided us with special COVID19 equipment with a value of approx. $2,000.00.

The donors for the Spring Raffle were The Catalano Family, Rebecca Reddy, and Rosemary Rose.

We receive many donations throughout the year that we use to purchase materials and fund programs and our museum pass program. This year we received $13,086.00 in contributions from our Friends and Association Members. The following is a list of donors that have donated $100.00 or more: Mrs. Anne Allen, Ms. Carol Armour, Mr. John Armour, Mrs. Louise Beattie, Mrs. Rosemarie Cabral, Mr. Gary Caplinger, Dr. Leslie Cashel, MD, Mr. and Mrs. James Chaves, Mr. and Mrs. Stephen Cicilline, Ms. Constance Costa, Mrs. Janice Crouse, Mr. and Mrs. Richard Danielson, Mr. David DeFilippo, Mr. and Mrs. Robert Farley, The Fidelity Charitable, Mr. and Mrs. David Hansen, Mr. Paul Harlow, Ms. Virginia Harnois, Ms. Pauline Henlin, Mr. John C. Higgins, Dr. Juli Ip, MD, Mr. Fred Jordan and Mrs. Mary Finn-Jordan, Ms. Carlotta Kelley, Ms. Terri Kless, Mr. Christopher LaRoux, Ms. Barbara Lysik, Ms. Virginia Merry, North Paws Veterinary Center, Mr. and Mrs. Francis O'Connell, Mr. Peter Pare, Mr. and Mrs. Roland Reed, Jr., Ms. Barbara Rich, Ms. Samantha E. Robinson, Ms. Stephanie Savastano, Ms. Katherine Simonsen, Mrs. Lola Smith, Mrs. Sherrill Smith, Mr. Milo J. St. Angelo, Ms. Diane Stacy, Ms. Emily Westcott, Ms. Elizabeth White and Ms. Linda G. Zannelli.

The Library purchased Hoopla, Providence Journal Database, Freading and books with the Walcott/Winsor endowment funds, for a total of $8,796.00.

The Rhode Island Foundation endowment, which is a combination of The Shirley Steere, Battey-Campbell Memorial Fund, and the book endowment now totals $41,314.00. The funds were used to purchase books and materials.
BUILDING AND GROUNDS

Todd from Apple Valley Alarm came out to switch our outdoor lights over to an automatic timer.

The front stairs were sanded and painted in July 2020 by Jay Foster.

New LED lighting and sensors were installed in December 2020 by RISE through a program with National Grid.

Providence Fire Restoration came out to assess mildew in the Baker Room. They advised us to purchase a draining dehumidifier. PFR then came out to clean all of the affected surfaces.

Lincoln Pest Control treated the building for carpenter ants and removed a wasp nest from the outside vent above the emergency exit.

The piano was tuned several times during the year by Tom Roy.

Two representatives from Goblin Paranormal came out to investigate the library. They found no evidence of paranormal activity.

The Parking lot WI-FI was installed by Ocean State Libraries in November 2020 to allow increased access to the library from the parking lot.

We had a patron steal several DVDs from the library. He was caught on our security camera. Our Attorney sent him a certified letter of “No Trespass”.

Pioneer Basement installed a dehumidifier in the Recital Room to mitigate a musty odor.

National Grid replaced the gas meter.

Cox Communications updated our wiring for our internet connections.
TempTec performed seasonal maintenance on our HVAC system. In March they came out to replace a belt and filters. They also came out in June to work on the air conditioning in the workroom that was not working.

Keane Fire and Safety checked and refilled the fire extinguishers.

Pinnacle Plumbing repaired a roof drain leak in the ceiling located over the high density storage shelves with new pipes and a wooden harness.

American Protective came in to inspect the motion detector alarms.

Apple Valley Alarm came in to look for and repair a short in the lights that are located on the outside of the building.

Several trees had fallen in our Spring St. neighbor’s yard. Some of the neighbor’s trees were damaged. The Library had a tree company come out to take down the trees, and the Library paid the neighbor a nominal fee for his damaged trees.

Our Konica copier lease became due this year, after looking at several estimates it was decided that we would continue with Konica. It was felt that they were more reliable in service and product. Another 5 year lease was signed.

Douglas Construction and Lumber came out to repair the wood panel under the bay window in the front of the building and to rebuild the columns facing Rte. 44.
The trees donated through our Tree Campaign were planted by Esposito Landscaping on June 24.

The Greenville Public Library provides information to the public through a variety of print, audio-visual, and digital media. The Library supports the needs of students, the local business community, and people of all ages. The Library provides equal service to all, and acts as Smithfield's community center. The Library offers:

- Reference Services
- Books and Audiobooks
- Access to Downloadable Audiobooks and E-books
- Music and Magazines
- Outreach Services
- Exhibits
- Computer Training
EXTENDED SERVICES
Notary Services
Homebound Delivery Service
Technology Assistance
3-D Printer/Maker-Space
Copying
Faxing
Scanning
Proctoring
Tax Forms
Food Stamp Registration Binder
Craft Kits

BY THE NUMBERS
CIRCULATION
Books and Materials Borrowed: 93,079
E-books and Audio Downloads: 27,513
Registered Borrowers: 5,293
Walk-in Patrons: 46,349
Curbside: 375

REFERENCE
Reference Questions Answered: 17,347
Electronic Devices Training: 91
Books Borrowed From Other Libraries: 17,582
Books Lent to Other Libraries: 25,340

This year all of our numbers have slightly dropped, with the exception of the registered borrowers. Those numbers have remained stable.

COLLECTION
BOOKS: 60,997
AUDIOS: 2,187
DVDS: 6,488
MAGAZINES: 100
OTHER: 370
Other materials that we circulate are our American Girl Dolls and accessories, fishing poles, fly tying kit sand tackle boxes provided by DEM, a Jewelry Making Kit, Knitting Needles, telescopes and gardening equipment, such as shovels, rakes, soil ph, light and a water gardening meter.

E-Materials: 188,498
TOTAL: 258,640

E-Materials consist of E-Audio, E-Video, and E-Books. We subscribe to a service that provides us with the E-Audio, E-Video and some E-Books. We get the majority of our E-Books from Overdrive Marketplace provided by Ocean State Libraries.

This year, most of our physical collection went down, due to us purchasing more E-Materials due to high demand from our patrons. Also with COVID19 this was a safer way to borrow our materials. Overall, due to the increase our total collection number went significantly higher.

ELECTRONIC RESOURCES

Providence Journal  Ancestry.com
ABC Mouse  The Valley Breeze Observer
Hoopla  Freetgal Music
Freading  Flipster
Ocean State Libraries E-Zone

We also provide laptops for in-library use, e-readers (Nooks and Kindle Fires) an iPad Mini, 3 Leap Frog Leapads, and 6 Playaway Launch Pads.

ROOM, COMPUTER AND OTHER USES

Meeting Room Use: 8
Study Room Use: 2
Public Computer Use: 7,266
Wireless Use: 9,696
Scanning: 175
Faxing: 142
Notary Service Use: 123
3D Printing: 3
Electronice Devise Training: 91
Homebound Delivery Use: 107

This year, all of these numbers have decreased with the exception of homebound delivery and Notary Services.

PROGRAMS

Programs make up a large part of what we do here at the library. Each department provides programs for the age group that they serve. This year, we started providing some in-person programming along with continuing with virtual programming.

Physical Programs

<table>
<thead>
<tr>
<th>Age Group</th>
<th>Programs</th>
<th>Attendance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Children's</td>
<td>11</td>
<td>172</td>
</tr>
<tr>
<td>Young Adult's</td>
<td>2</td>
<td>6</td>
</tr>
<tr>
<td>Adult's</td>
<td>5</td>
<td>86</td>
</tr>
</tbody>
</table>

Virtual Programs

<table>
<thead>
<tr>
<th>Age Group</th>
<th>Programs</th>
<th>Attendance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Children's</td>
<td>126</td>
<td>8,191</td>
</tr>
<tr>
<td>Young Adult's</td>
<td>94</td>
<td>993</td>
</tr>
<tr>
<td>Adult's</td>
<td>53</td>
<td>342</td>
</tr>
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</table>

Passive Programs/Kits

<table>
<thead>
<tr>
<th>Age Group</th>
<th>Programs/Kits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Children's</td>
<td>240</td>
</tr>
<tr>
<td>Young Adult's</td>
<td>9</td>
</tr>
<tr>
<td>Adult's</td>
<td>114</td>
</tr>
</tbody>
</table>

This year the programs and the attendance of each of the departments stayed in line with last year.

Each service department holds a summer reading program during the months of July and August. This year's theme was “Tales & Tails”. The summer reading program numbers went up significantly due to people being able to view through Zoom, Google Meet, and Facebook with craft kits provided.

<table>
<thead>
<tr>
<th>Age Group</th>
<th>Participants</th>
</tr>
</thead>
<tbody>
<tr>
<td>Children's</td>
<td>213</td>
</tr>
<tr>
<td>Young Adult's</td>
<td>20</td>
</tr>
<tr>
<td>Adult's</td>
<td>27</td>
</tr>
</tbody>
</table>

I would like to thank all of those who presented programs at the Library during this year, and the Friends of the Library who funded many of the Children's programs.
CHILDREN'S PROGRAM PRESENTERS:

Pumpernickel Puppets, Audubon Society, Snow Sisters, Roger Williams Zoo, Kona Ice, Babs Wells, Patty DeFrancesco, Ana DeCristofaro, Royal Storytime.
YOUNG ADULT PRESENTERS:

Sandi Brenner, Patty DeFrancesco and Ashe Hutchinson.
ADULT PROGRAMS PRESENTERS:

Cassie Patterson, Patricia McIvor, Indie Cycle, Melissa Robb (ENRICHri), Ali Beaudette, Gabby DeMaio, DEM, Brad Balukjian.
OUTREACH/COOPERATION

The Library offers its services to residents of senior housing and nursing homes, and to homebound individuals. We currently serve residents from the Village at Waterman Lake, Greenville Manor, Hebert's Nursing Home, and Stillwater Assisted Living.

We provide materials to the Smithfield Senior Center for their book club members.

This year, the Children’s Department Staff provided virtual programming to the students at Rockwell and Waterman Schools.

This year, the Children’s Department Staff held a virtual program for Laperche school during Reading Week.

Greenville Nursery School provides Crafts for the Children’s Room to be decorated with each month.

We continue to serve the residents of Harmony Hill School.

The Library works in collaboration with the Audubon Society. They have presented programs here and we have used their trails for our programs.

The Library is a depository for books and materials belonging to the RI Genealogical Society.
The Library also houses the Mary Mowry Collection.

The Library continues to be a member of the Recycling for Rhode Island Education Program.

The Library staff work closely with the Smithfield School Department. The Young Adult Librarian and the Children’s Librarian both continue to serve on the Smithfield School Department’s Library Task Force.

The Smithfield Fire Department came and tested the staff for COVID every other week. The testing was done on a voluntary basis.

The Autism Project works with our Children’s Department.

The Department of Environmental Management provides programs for the library.

The Trust provides Health and Wellness programs for the staff.

ENRICHri provides programs for the public here at the library.

The library held a summer program at the Smithfield Conservation Center, with more to follow.

One of our Trustees and our Assistant Director serves on Rotary.
Babs Wells and Rebecca Reddy continue to serve on the Woodland Whispers Poetry Committee.

Dorothy Swain, the Library Director, is a member of the Rhode Island State Chamber Coalition along with being a member of the Northern Rhode Island Chamber of Commerce.

Babs Wells was asked serve on a Youth Services Committee through the New England Library Association.

Dorothy continues to serve on the Ocean State Libraries's Steering committee, and on the Disciplinary committee of OSL.

We continue to hold the Rhode Island BeeKeepers Association's collection including ebooks.

The Children’s Department Staff have started to work with the Cadence Academy Staff.

The Children’s Department worked with the Rhode Island Department of Education.

The Library Staff have also started working with the teachers and students at the Northern Rhode Island Collaborative located at the old Winsor School Building across the street from the library.
THANK YOU

We would like to thank the following people and groups:

The Apple Blossom Garden Club
Dan Roy
Pam Inman
Carol Derosier
Renee Finlay
Emily Carey
Rory Marcaccio Schaffer
The Audubon Society
Karen Armstrong, The Smithfield Senior Center
Robert Caine, Parks and Recreation
Sandi Brenner
Town Manager, Randy Rossi
The Greenville Nursery School
The OA group
Smithfield Town Department Heads
Members of the Smithfield Town Council
Kari Kuto, from the Rhode Island Dept. of Education.
Cassie Patterson
Rebecca Reddy
Sarah Paquet
Catherine Lawton
The Smithfield Fire Department
Kona-Ice
All of the Trustees who donate their time, expertise, and financial support.
All of the staff who provide service to all of our patrons every day.

I would especially like to thank Cassie Patterson and Rebecca Reddy for their assistance in preparing this report, and for all of their work throughout the year.


**Children's Bubble Exhibitors:** Due to COVID-19 there were no exhibits.
Adult Artists and Exhibitors; Edward O’Donnell, Don LaCasse, Renee Finlay, John Chamberlain, Rebecca Reddy, Jean Harnois, Students for Youth Art Month, Marina Kishkovich, Neal Drobnis, Kailey Coppens, Carl Broccoli, George Annan, E. Schmidt, Ethan Hall, Ali Beaudette, Susan Mattarocci, Dan Roy, and Nancy Turbitt.

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Elaine Farley 2021
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Dr. Juli Ip, MD 2022
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Milo J. St. Angelo 2021
Terri Kless 2023
David Brush 2023
David Hansen 2023
Dorothy J. Swain, the Library Director is a member of the Rhode Island Library Association, the New England Library Association, the Rhode Island State Chamber Coalition along with being a member of the Northern Rhode Island Chamber of Commerce, and the Women’s Business Council. Dorothy is also a member of the “All Lit Up” Christmas Parade Committee. She also facilitates the Picnic Table Reads Book Club. Dorothy also serves on the Ocean State Libraries Steering Committee and the Disciplinary Committee. She is also co-chair of the Rhode Island Library Association’s Mentorship Committee.

Cassie Patterson, the Assistant Director is a member of the Rhode Island Library Association, the New England Library Association, the Office of Library and Information Services Adult Programming Roundtable and the Smithfield Rotary. She also presents with Patricia McIvor a Virtual Book Chat. This year, Cassie began producing the monthly newsletter and serves as head of all social media for the library. She also participated in the OLIS Engaged Leadership training.

Babs Wells, Head of Children's Services, is a member of the Rhode Island Library Association, the New England Library Association. She serves on the following committees: Kids Reading Across Rhode Island, Sensory Support Group for Youth Service Librarians co-chair, Head Start Advisory Council, Mock Newbery, New England Roundtable of Teen and Children's Librarians (NERTCCL) the Rhode Island Representative, Independent Publishers of New England IPNE) Judge and Book Review, Smithfield Schools Library Task Force, and Woodland Whispers Poetry Committee.
This year, Patricia McIvor was named Young Adult Librarian as Rhonda Hevenor retired. Patricia is a member of the Rhode Island Library Association and the American Library Association. Patricia continues to spearhead the Rhode Island Foundation Grant Yearbook Project. She also established some programs with Cassie Patterson, the Assistant Director.

Sarah Paquet, Reference Librarian/Cataloger/Technical Services, is a member of the Rhode Island Library Association, the Resource Sharing Working Group, and the OSL Database Management Committee. Sarah also serves as the Notary for the library.

Rebecca Reddy assumed the Technology Coordinator/Head of Circulation Position in July of 2020 after Ray Hetherington retired. Rebecca also serves on the OSL Technology Working Group Committee, Circulation Committee and the Woodland Whispers Poetry Committee.

This year, Dawn Beltram assumed the positon of Assistant to the Head of Circulation. Dawn took over those duties in July of 2020.

Patricia DeFrancesco, part-time Children’s Librarian, is a member of the Rhode Island Library Association. This year she became a member of Project Ready of Rhode Island.

This year we had a new hire, Ali Beaudette, she is our new Reference Assistant. She was hired in October of 2020. Ali has a strong background in marketing and the arts. She had helped with many projects, started interviewing artists, and established a virtual art program.

Circulation Department Staff: Sandra Williams, Donna Pontrelli-Larrabee, Lorie Mancone, Roseannette Bowen, Emily Carey, Ana DeCristofaro, Dawn Beltram and Carol Mulzer.

Pages: Mia Mollicone, Aemilia Blais and Dylan Mantovani.

Reference Department: Rosemary Rose, Aaron Coutu, Gretchen Hanley.

Bookkeeper: Karin Gorman.

**FRIENDS**

Sandi Brenner, Cassie Patterson, Sarah Paquet, Rebecca Reddy, Dorothy Swain, Pam Inman, Dan Roy.
The Greenville Public Library continued to serve as the town’s community and information center even during the COVID 19 pandemic. We have adapted our services, programs and materials for the community, at a reasonable cost to the taxpayer, and in some cases free of charge. This year, we will incorporate our new services along with our traditional ones, all while planning and beginning new services that will be of great assistance to the public. Ultimately, we will always be looking forward to expanding our services and facility to provide the best for this community.
In remembrance of Sally Ann Martone.
If you are interested in supporting our mission and initiatives please consider donating to our library in the following ways:

Securely through Paypal via our website GreenvilleLibraryri.org,
Checks made out to the “Greenville Public Library”.
Cash