

**APPENDIX B**  
**LIBRARY PROFILE**

# Library Profile

Acton Memorial Library is a heavily used community resource. During FY06, almost 236,000 people came through its doors, checking out more than 516,000 items. The 170 storytimes and other special programs were attended by 3119 children. Fifteen programs and library-sponsored book discussion groups for adults drew 462 people. Meeting rooms were used 624 times.

The collection contains approximately 133,500 items, including DVDs, CD-ROM, and music and recorded book CDs, and there are 225 magazine and newspaper subscriptions. The Library is a member of the Minuteman Library Network (MLN), which has over 6,000,000 holdings.

Library services include:

- Reference assistance
- Art exhibits
- Museum passes
- Storytimes and craft times for several age groups plus special children's programs
- Public computers with language support for Arabic, Baltic, Chinese, Cyrillic, Greek, Hebrew, Japanese, Korean, Thai, Turkish, Vietnamese and Western and Central European
- Public printers, photocopiers, microfilm readers and typewriters
- Internet and subscription database access, including downloadable audiobooks
- Computer clinics and online tutorials
- Wireless computer access
- Online request and renewal of materials
- Database of community groups plus event notices and brochures
- State and federal tax forms
- Summer Reading Program for children
- Book discussion group
- Speakers on a range of topics
- Annual reading by nationally known poet
- Small study rooms
- Local history and genealogy collections including historical exhibits and online historical documents

- Large Print materials, large print computer display and assistive devices for the hearing and visually impaired
- An extensive, multi-format Chinese language collection
- Small Russian, Spanish, French and Korean collections
- Deposit collections in Portuguese, Hindi, Gujarati and Tamil
- Minuteman Online Public Access (OPAC) display in Chinese, Korean, Japanese and Russian
- Interlibrary loan
- Website with event calendar and links to online resources
- Meeting room space for community groups
- Delivery of materials to the homebound
- Volunteer opportunities
- Quarterly newsletter
- Reserve collections for school assignments

The Library is open 63 hours a week from October through mid-May. The schedule includes three weekday evenings, Saturdays and Sundays.

In FY05, Memorial Library's circulation per resident was ~25, the 4th highest in MLN.

Memorial Library's funding per capita in FY05 was \$39.27, 21<sup>st</sup> among MLN's public library members. Average funding per capita among those members was \$46.66.

The staffing level is 15 FTE (Full Time Equivalent) employees and the circulation per FTE is 29,200, the 7<sup>th</sup> highest in Massachusetts in FY05.

The Library makes heavy use of volunteers, ranking 6<sup>th</sup> in volunteer use in MLN although Acton's population is 20<sup>th</sup> of the 35 municipalities in the Network.

Materials funding for FY05 was \$6.69 per capita, 19<sup>th</sup> in MLN; average materials funding in the Network was \$7.73 per capita.

Municipal funding for the library in FY07 is \$863,024 or approximately \$43 per capita.

The oldest part of the Library was given to the Town in 1890 in honor of residents who served in the Civil War. A substantial addition extended the building in 1967 and the facility was renovated and added onto again in 1998. It is accessible under the Americans with Disabilities Act.