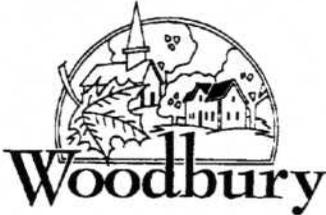


TOWN OF WOODBURY

Selectmen's Office

281 Main Street South

Woodbury, Connecticut 06798



First land deed from the Indians
April 12th 1659

TELEPHONE: (203) 263-2141

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BOARD OF SELECTMEN SPECIAL MEETING MINUTES

Thursday, August 21, 2014

Woodbury Library Gallery Room

3:00 p.m.

PRESENT: First Selectman William J. Butterly, Jr., Selectman Martin Overton, Selectman Barbara Perkinson, Library Director Patricia Lunn, Reg. 14 Business Manager Wayne McAllister, Reg. 14 Director of Network Operations and Technology Paul Ciotti, Personnel Administrator Sarah Wirtes, Library Board Chairman George Madsen, Fiscal Officer Manuel Gomes, Board of Finance Chairman Alex DeSorbo, various Library staff/Library Bd. members

1. Call to order – First Selectman Butterly called the meeting to order at 3:00 p.m. and invited comments regarding IT needs for the town, Reg. 14 School District, and the Technology Services/Reference Library vacancy. Also, he reiterated that this meeting was a result of the tabling at the last BOS meeting of the vacancy (union position). He asked Personnel Administrator Sarah Wirtes to answer questions regarding the job description. Highlights of comments were:

Mrs. Wirtes	Her comments per Labor Attorney: If the position was eliminated and any of the work was subcontracted, the Town would be charged with unfair labor practices—a case that would not be winnable; since the position was vacant, the BOS had the ability to revise the job description and add/remove work; if work was eliminated it would have to be deemed no longer needed.
Selectman Overton	Stated that his issue is that the Town needed a full-time IT person due to more anticipated IT needs such as the new phone systems and the technology they are based on. Also, he would not support the job description as presented.
Selectman Perkinson	Expressed the frustrations in balancing 24/7 IT needs in the future with unhappy taxpayers.
Mr. Ciotti	Stated that Region 14 would be glad to help out with IT needs and answered questions regarding IT remote/on-site assistance, and costs (ranging from \$40,000. - \$80,000. for each (three on staff)).
First Selectman Butterly	Mentioned that the Town averaged between \$40,000 - \$45,000 per year for one IT contractor, for one day a week service.
Mr. Madsen	As Library Board Chairman, he presented detailed analyses of Woodbury Library, other town libraries and state statistics, copy attached. The analyses confirmed that Woodbury Library rated very high in many categories and praised the staff.

Ms. Lunn	She gave pertinent info regarding the job description and its interactions servicing the public with more duties that were not in the job description such as assistance with personal technology and teaching-computer assistance. She also stressed the importance of this person attending conferences and keeping up-to-date with all aspects of the job, which requires a MLS.
Mr. DeSorbo	Asked Mr. McAllister if the schools had a certified librarian IT person in each of the schools and agreed that the Town needs a full-time IT person.
Selectman Perkinson	Questioned Mrs. Lunn regarding the differences in technology since the twelve-year old job description was created: now Windows 10, updated LAN, ILS differences, security, iPad, and downloadables (e-books, etc.). Selectman Perkinson requested list of library staff positions, their job descriptions, and Labor Attorney's legal opinion.
First Selectman Butterly	Emphasized the negative effects in library services without this position being filled right away. Requested the opinion of Mr. Gomes and Mr. McAllister regarding the cost of a study to analyze the IT needs for whole the town—between \$5000 - \$10,000. He stated that these items would be on the agenda for next Thursday night's BOS meeting, including tackling of the full-time IT person issue.

2. Discuss and take action regarding technology services at town facilities and Region 14 – No action taken.
3. Discuss and take action to approve job description for Technology Services/Reference Librarian – No action taken.
4. Adjournment – MOTION: Selectman Overton moved to adjourn at 4:16 p.m. SECOND: Selectman Perkinson. MOTION PASSED UNANIMOUSLY.

Respectfully submitted,



Jan Krampitz, Secretary to the Board of Selectmen

RECEIVED & FILED
IN WOODBURY, CT

This 25th day of Aug 2014
at 1:22 o'clock P M
Suzanne Obepa
Asst. Town Clerk

Connecticut State Library
2013

<u>Visits per Capita</u>	6.5	Woodbury
	5.91	Population ~ 10,000
	5.97	State Average

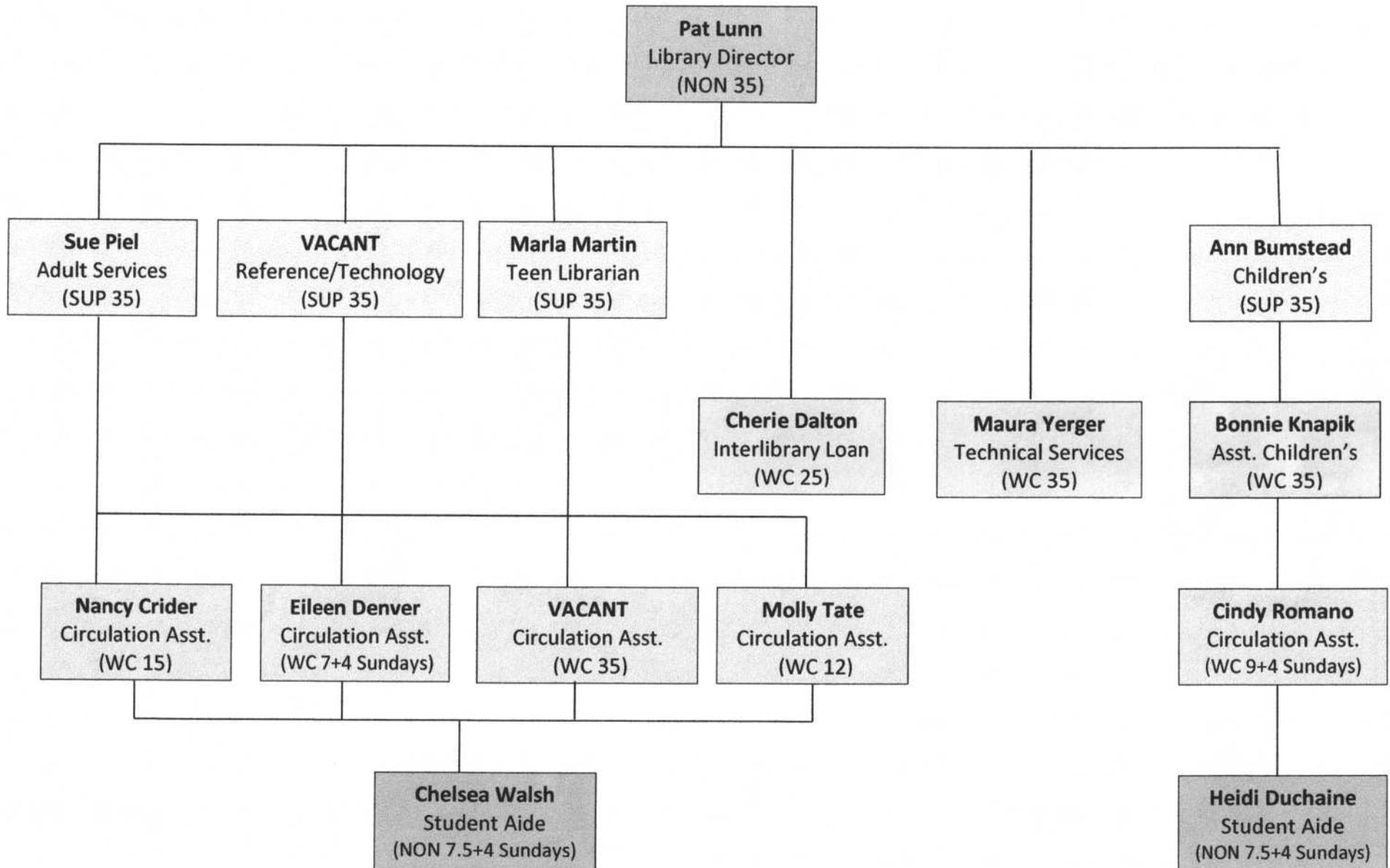
<u>Program Attendance per Capita</u>	1.15	Woodbury
	0.51	Population~10,000
	0.51	State Average

<u>Circulation per Capita</u>	13.11	Woodbury
	8.08	Population~10,000
	8.61	State Average

<u>Juvenile Circulation per Capita</u>	5.37	Woodbury
	2.68	Population~10,000
	2.98	State Average

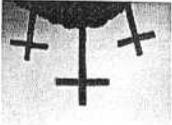
<u>Teen Circulation per Capita</u>	0.91	Woodbury
	0.30	Population~10,000
	0.34	State Average

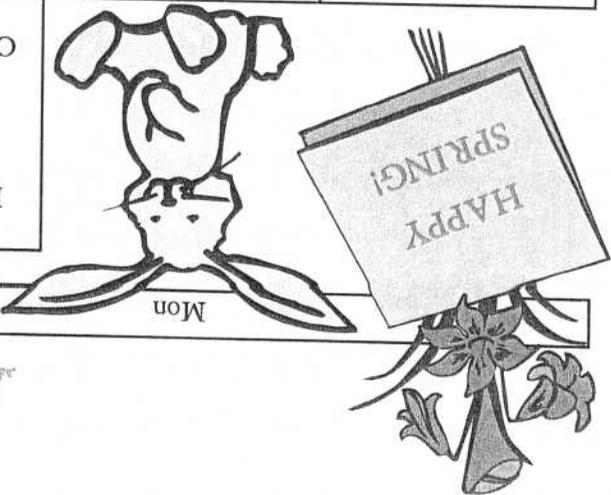
Library Organizational Structure as of July 2014



Note: The Library is open 50 hours per week from April – Sept and 54 hours per week from Oct – May. All other Town Offices are only open 40 hours per week year round.

Happy Easter

Mon	Tue	Wed	Thu	Fri	Sat
<p>1</p> <p>P,S,MM,MY 9-5 B 12-9 C, M 10-2 CW 5-9 E 5:30-9</p>	<p>2</p> <p>STAFF MEETING P,S,MM,C,MY 9-5 B 9-1:45, 4-5 M,N 9-10 E 9-1 M 1-5</p>	<p>3</p> <p>P,B,MY 9-5 S, MM 1:30-9 E 10-5 C & CW 5-9</p>	<p>4</p> <p>P,B,C,MY 9-5 M 10-2 N 10:30-2:30 CW 2:30-5</p>	<p>5</p> <p>S,MM 9:30-5 M 11-3 N 9:30-1:30 E 1-5 NO MOLTY OFF</p>	<p>6</p> <p>P,S,MM,MY 9-5 B 9-1:45, 4-5 N 10-2 C 1-5</p>
<p>7</p> <p>P,S,MM,MY 9-5 B 12-9 C, N 10-2 CW 5-9 E 5:30-9</p>	<p>8</p> <p>P,S,MM,MY 9-5 B 12-9 C, N 10-2 CW 5-9 E 5:30-9</p>	<p>9</p> <p>P,S,MM,MY 9-5 B 9-1:45, 4-5 M 1-5</p>	<p>10</p> <p>P,B,MY 9-5 S, MM 1:30-9 E 10-5 C 1-9 CW 5-9</p>	<p>11</p> <p>P,S, MY 9-5 M 10-2:30 N 9:30-1:30 E 1-5 NO MARLA</p>	<p>12</p> <p>B,C 9-5 N 9:30-1:30 E 1-5 MOLTY OFF</p>
<p>13</p> <p>P,S,MY 9-5 14 B 9-1:45, 4-5 N 10-2 C 1-5 NO MARLA</p>	<p>14</p> <p>P,MY 9-5 15 S 9-10, 3-9 B 12-9 C, M 10-2 E 10-5 CW 5-9 NO MARLA</p>	<p>16</p> <p>P,S,MY 9-5 B 9-1:45, 4-5 M 1-5 NO MARLA</p>	<p>17</p> <p>P,B,MY 9-5 MM 1:30-9 E 10-5 C 1-9 CW 5-9 S day off</p>	<p>18</p> <p></p>	<p>19</p> <p>S,MM 9:30-5 E 11-3</p>
<p>20</p> <p></p>	<p>21</p> <p>P,S,MM,MY 9-5 B 9-1:45, 4-5 N 10-2 C 1-5</p>	<p>22</p> <p>P,S,MM,MY 9-5 B 12-9 C, N 10-2 CW 5-9 E 5:30-9</p>	<p>23</p> <p>P,S,MM,MY 9-5 B 9-1:45, 4-5 M 1-5</p>	<p>24</p> <p>P,B,MY 9-5 S, MM 1:30-9 E 10-5 C 1-9 CW 5-9</p>	<p>25</p> <p>P,S,MM,MY 9-5 M 10-2:30 N 9:30-1:30 M 1-5</p>
<p>27</p> <p>P,S,MM,MY 9-5 28 B 9-1:45, 4-5 N 10-2 C 1-5 CIA</p>	<p>29</p> <p>P,S,MM,MY 9-5 29 B 12-9 C, M 10-2 CW 5-9 E 5:30-9 CIA</p>	<p>30</p> <p>P,S,MM,MY 9-5 B 9-1:45, 4-5 M 1-5</p>	<p>31</p> <p>P,S,MM,MY 9-5 B 9-1:45, 4-5 M 1-5</p>	<p>32</p> <p>P,S,MM,MY 9-5 B 9-1:45, 4-5 M 1-5</p>	<p>33</p> <p>P,S,MM,MY 9-5 B 9-1:45, 4-5 M 1-5</p>



APRIL 2014

1st Floor Adult + Teen

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You are at: americanlibrariesmagazine.org » A New Way of Looking at Public Library Engagement in America

A New Way of Looking at Public Library Engagement in America

Posted Tuesday, June 10, 2014 - 10:45

Gaining insight into how libraries fit within American culture

By Kathryn Zickuhr and Lee Rainie



The Pew Research Center's Internet Project has intensively studied the changing world of public libraries for the last three years. The first stage of our research explored the growing role of ebooks, including their impact on Americans' reading habits and library

habits. Our second stage examined the full universe of library services, as well as what library services Americans most value and what they might want from libraries in the future.

In March, we released a report from our third and final stage of research—the fruits of a representative national survey of 6,224 Americans ages 16 and older. It explores public libraries' roles in people's lives and in broader American culture—how libraries are perceived, how they are valued, and how people rely on them. The



provision of digital content is certainly a key element of the services that make libraries useful.

Using the data from our previous report on how people value libraries in their communities, our analysis divides Americans into nine groups that reflect different patterns of public library engagement along a general spectrum of high (30% of the population), medium (39% of the population), low (17% of the population), and nonengagement (14% of the population).

This approach is a little new for us. Our previous reports have explored topics such as what people do at libraries and library websites or how Americans value individual library services based on traditional factors such as gender, race/ethnicity, age, and household income. But this typology moves beyond basic demographic descriptions.

Instead, we used statistical analysis to cluster individuals into groups based on their usage of, views toward, and access to libraries, in order to discover larger insights about how libraries fit into American culture. This type of work more fully embraces the idea that people's information needs and practices shape their library use as much or more than their skin color, their age, the type of community they live in, or their socioeconomic circumstances.

The table above ([PDF](#)) provides an overview of the typology groups.

Looking closer at each stratum of library engagement, we find that the two high-engagement groups, **Library Lovers** and **Information Omnivores**, include people who value and utilize public libraries most heavily—those who say that libraries play a major role in their own lives and in the lives of their families, who think libraries improve their communities, who are avid readers and think libraries play an essential role in encouraging literacy and a

love of reading. In addition to being highly engaged with libraries, members of these groups also tend to be active in other parts of their communities. They are more likely to know their neighbors, visit museums and attend sporting events, and socialize with families and friends on a regular basis.

On the other hand, those who are less engaged with public libraries may be less engaged in their communities overall. Particularly for the low-engagement groups

Not for Me and **Rooted and Roadblocked**, along with the nonengagement groups **Distant Admirers** and **Off the Grid**, lower rates of library use and lack of familiarity with libraries seem to coincide with lower patterns of social and civic engagement in other areas of their lives. Members of low and nonengagement groups are often less likely to participate in similar community activities, such as visiting museums or patronizing bookstores, and more likely to report having difficulty using technology; they also tend to be less comfortable navigating various types of information, such as finding material about government services and benefits.

Other insights in the data

One of the main new insights we get from this kind of analysis is a fuller picture of how people's lives tie (or don't tie) to information and communities. There are definitely "information haves" and "information have nots" in the United States. The recurring insight throughout the report is that people's library habits do not exist in a vacuum. Americans' connection—or lack of connection—with public libraries is part of their broader information and social landscape.

These patterns are particularly prominent in the high-engagement categories, which

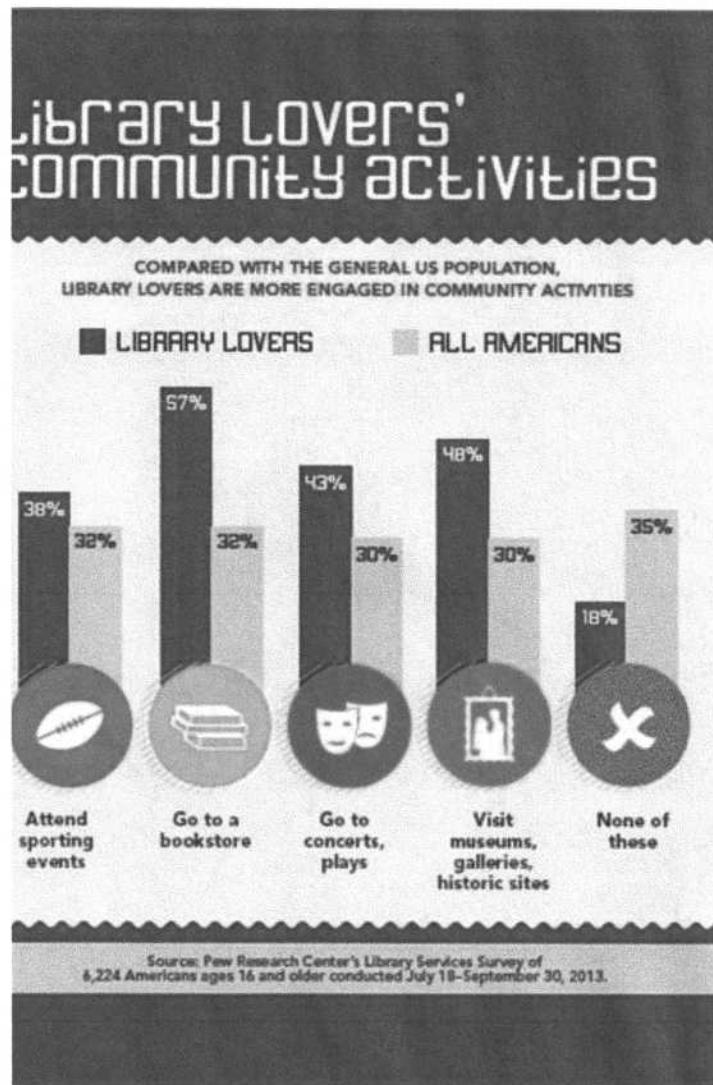
contain many of these (often overlapping) groups. In contrast, the low and nonengagement groups tend to be more distinct in the circumstances surrounding their lack of library engagement. For instance, looking only at low-engagement groups (which include people who have used a library at some point in their lives but not recently), there are:

- **Not for Me:** Respondents who tend to dislike public libraries and are more likely to see them as irrelevant to modern life;
- **Young and Restless:** Young people who generally feel positively about public libraries but are relatively new to their neighborhoods and unlikely to know where their local library is located;
- **Rooted and Roadblocked:** Older adults who generally think libraries are good for their community but may have obstacles in their lives, view libraries as somewhat difficult to use, or otherwise think that libraries are not personally relevant to them at this point in their lives.

Beyond the descriptions of individual groups, another common thread in the data is that socioeconomic status is often tied to library engagement in some key respects.

Broadly speaking, adults with higher levels of education and household income are more likely to use public libraries than those with lower household incomes and lower levels of education. However, among those who have used a library in the past year, adults living in lower-income households are more likely to say various library services are very important to them and their families than those living in higher-income households.

These findings echo in several ways:



Life stage and special circumstances are linked to increased library use and higher engagement with information:

Deeper connections with public libraries are often associated with key life moments such as having a child, seeking a job, being a student, and going through a situation in which research and data can help inform a decision.

Highly engaged library patrons are also more likely to use newer technologies, including e-readers and tablets:

A common narrative is that Americans are turning away from libraries because of newer technology, but the data shows that most highly engaged library users are also big technology users. In fact, members of the groups with the

highest levels of library engagement are more likely to own e-readers than most lower-engagement groups, and almost half (46%) of Information Omnivores (the second-highest engagement group) own tablets.

The most intense library users are also the most frequent bookstore visitors:

The Library Lovers group represents the most highly engaged users in the typology. Its members are also big readers: Most of them read books daily, and they read an average of 27 books in the past year. And despite their generally higher levels of library use and the fact that most prefer to borrow books rather than purchasing them, 57% say they visit bookstores regularly. That is a higher proportion than any other group.

The most highly engaged library users are most likely to make frequent use of library websites:

Roughly eight in 10 members of the highest engagement groups have used a library website in the past year, compared with 30% of the general public. And about half of Library Lovers use one at least once a week.

It has been a great pleasure to work with the library community for the past three years. We hope librarians will find this material useful as they discuss the role of libraries in their communities and make plans for the future.

KATHRYN ZICKUHR is research associate at the PewResearch Center's Internet and American Life Project. LEE RAINIE is director of the project, which has studied the social impact of digital technologies since 2000.

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Category: Advocacy

Special Reports