

The Town of Stow Open Space Committee met regularly throughout the year, with the goal of convening monthly. In the coming year, the OSRC will continue to provide timely and objective analysis of specific open space properties in Stow, as well as working toward the implementation of the OSRP.

Respectfully submitted,

Vincent Antil
Eve Donahue
William Maxfield

Brian Mulcahy
Chris Rodstrom, Chair
Robert Wilber

RANDALL LIBRARY

2012 was a year of exciting events and changes at the Randall Library. Susan Wysk retired as Library Director after 25 years of service, and a town-wide retirement party was held at the library in her honor on March 30th. The new Library Director, Melissa Fournier, began her employment in February. A new Library Aide was hired in October and the Children's Librarian resigned in December.

Programs and Events

New programs and events were initiated, including special author presentations and readings for adults, young adults and children. Among the authors who appeared at the library was the New York Times bestselling author Jacqueline Sheehan. Also appearing at the library were authors, Julie Berry, Erin Cashman, David Rothenberg, Beverly Ford, Stephanie Schorow, Beverly Mann Lessard, Ali Hosseini and Jonathan Hall.

Early literacy specialist Cynthia Maxfield from Nashoba Community Partnerships for Children began monthly visits to the library, conducting story-time sessions with preschoolers to help teach parents and caregivers how to promote early literacy skills in their children and better prepare the children for school. The "Reading Dogs" began appearing at the library on a weekly basis beginning in June 2012. These therapy dogs are provided by the organization *Pets and People*, and they come to the library to help children improve their reading skills and comfort levels with reading. Kim Rezendez of the Franklin School of Performing arts began making monthly visits to the Randall Library to conduct preschool music hours each month, to encourage literacy skills via the use of music and dance.

The library hosted the Randall Library Friends Organization's Book Sale on May 19th and 20th. This was a very successful event and will be held again in 2013. Proceeds from this sale helped to purchase furniture and sponsored special events at the library. The Library Director is very grateful to all who helped during this event.

Thanks to the generous efforts of Town Administrative Assistant Susan McLaughlin and the donation by Jean McFedries in honor of her late husband William McFedries, the Randall Library became home to a 1768 Charleville musket. This historical item likely belonged to the Minuteman Ichabod Stow, grandson of John Stow for whom the town is named. The Library

staff is very honored to have the musket at the Randall Library, and acknowledged the generous donation with a town-wide celebration taking place on October 27th.

The Library sponsored a joint public service effort with the Stow Food Pantry in 2012 which was called "Win-Win". During this event the library staff requested, in lieu of fines on overdue items, the donation of personal care items be made to the Stow Food Pantry. The "Win-Win" program managed to get over 75 much needed personal care items to the Stow Food Pantry during the summer, when donations to the pantry are historically lower.

Facilities

The staff at the library began a major clean-up, weeding, inventory, redistribution and re-cataloging of materials in the collection. This included painting walls on the first floor thanks to the help of Gregg's Painting and Ace Hardware of Stow. Cleaning and organizing items to open up event spaces on the second floor and the storage of these items in the attic was done with the help provided by staff and volunteers. The children's story time area got a major "sprucing up" with the tables and chairs in the craft area painted and resurfaced and the summer reading club "toy bin" painted. Weeding and redistribution of items has allowed for less clutter, better access and circulation by patrons, and allows more natural light into the building. Weeding of the collection allowed for withdrawal of damaged and unused items and donations were made to several organizations including Book Worm Angels. Some books also were used to support educational efforts in Uganda, Africa.

Patrons interested in having the library purchase titles for the collection now have available to them "New Materials Request" forms which can be found at the circulation desk. The Library Director and staff make every effort, considering time and available funds, to fill requests by patrons for items not currently available in the collections.

Circulation and Attendance

E-book usage has increased in 2012 from previous years and using the Minuteman Library Network's Overdrive collection, the Randall Library provides access to e-books for patrons. Statistics show that there were 1,069 downloads of e-books and 754 downloads of audio books by Stow patrons from Overdrive in 2012. In order to better serve patrons and move the Randall Library into the electronic e-book age, the library purchased access to the "Advantage" program. This allows access to some e-books specifically for the use of Stow patrons only, and cuts down the hold time on popular e-book titles available via the library catalog.

Attendance statistics indicate that over 37,000 visits to the Randall Library were made during 2012. Circulation statistics record that 87,772 items circulated via the library circulation desk, and based on the number of circulation staff the Randall Library is the 4th most used library for circulating items per staff member in all of the Minuteman system.

Acknowledgements and Future Events

The Randall Library would like to acknowledge the financial support of the Stow Cultural Council, Randall Library Friends Organization, Stow Community Chest, Second Century fund, Hale Reference fund and the Randall Library Trust fund during 2012. The Library staff would

also like to extend a heartfelt thanks to all the volunteers who helped with library functions during 2012. Volunteer help was critical during 2012 and deeply appreciated.

Many programs initiated in 2012 will continue in 2013, including early literacy workshops with Cynthia Maxfield, “Win-Win” programs in conjunction with the Stow Food Pantry, continued redistribution and weeding of items in the collection to create more public space areas in the library, purchasing more e-books via the “Advantage” program, as well as special author readings, musical events, and workshops. The Randall Library will be establishing a Teen/Tween Advisory Board for input on special programs and purchases for young adults and the continued support of volunteers will be needed for this effort.

Trust Funds for the Benefit of the Randall Library

The policy of the Randall Library Trustees is to spend interest and capital gains in excess of inflation generated by the trust funds for the purchase of library materials, primarily books. Trust funds are combined and are managed by the Board of Trustees to target a 60%/40% split between equity and income-based securities, respectively. Highly rated, professionally managed mutual funds are primarily used as investment vehicles. Based on a five year averaging formula of trust performance minus the rate of inflation to calculate annual disbursements by the Trustees, a disbursement of \$20,000 was authorized and used for the benefit of Randall Library patrons. The current and past year ending values, cash flow and fund performance for the 2012 Calendar Year are shown in the CY'12 Report.

Respectfully submitted

Randall Library Trustees:

Amante G. Coppes (2013)
John O’Keefe III (2013)
Harold B. Donahue, Jr. (2015)
Timothy H. Reed (2014) Chair/Treasurer

Jane Sproule Epstein (2015)
Barbara Wolfenden (2014)
Kathleen O’ Brien (2013)
Melissa Fournier, Library Director

Randall Library Trust Funds Statement of Sources & Uses of Funds, CY '12:

January 1, 2012 Opening Balance \$ **502,873.67**

Sources of Funds:

Contributions and Donations

Randall Library Friends \$ 3,674.16
 Hale High School \$ 10,000.00
 Stow Cultural Council \$ 1,050.00
 Miscellaneous \$ 561.15

Net Investment Income \$ **14,893.52**

Capital Gain \$ **50,493.91**

Total \$ **80,672.74**

Uses of Funds:

Books \$ (13,970.71)
 Periodicals \$ (2,511.62)
 Reference \$ (1,615.46)
 DVD \$ (573.23)
 Children's Programming \$ (2,595.00)
 Audio \$ (1,658.10)
 Copier \$ (1,674.03)
 Software \$ (63.74)
 Fees \$ (94.69)
Total \$ **(24,756.58)**

December 31, 2012 Ending Balance \$ **558,789.84**

Randall Library Trust Funds Statement of Assets and Liabilities, CY '12

Assets	01/01/12 Balance	12/31/12 Balance
Cash and Bank Accounts		
Family Federal Savings i-Checking Account	\$4,766.13	\$15,294.86
Investment Trusts:		
Combined Trust Funds	\$498,107.54	\$543,494.98
Total Assets	\$502,873.67	\$558,789.84
Liabilities	\$0.00	\$0.00
Overall Total	\$502,873.67	\$558,789.84