

III. Hopkinton Public Library

History

The Young Men's Christian Association established the first library in Hopkinton in 1820. Later, the library was located in the Highland Hotel. In 1890, seven men met to organize a corporation and to adopt by-laws to govern the library. A Library building was funded by a \$4,000 donation by John Quincy Adams, a former resident of Hopkinton. He said he would donate the money if \$10,000 was raised within two years. The money was raised and the new Library at the corner of Church and Main Streets was dedicated on Jan. 1, 1895. The architect was Sanford Phipps, and H.R. Cummings was the builder. The cost of the building was \$14,035.

The Library remained as it was until 1967 when the former St. Paul's Episcopal Church was purchased. "A gallery was built to connect the two buildings and the church was remodeled. The building is a two-story gothic structure 30x50 built of local granite. The roof is orange Dutch unglazed tile. The first floor...is finished in quartered oak. The large clock against the wall was donated in 1901 by Mr. F.O. Thompson and Mr. Abram Crooks. The second floor was formerly used as a lecture hall. It is now a children's room that was remodeled by the Kiwanis Club." (*Hopkinton Public Library*, 13 Main Street, Hopkinton, MA 01748, pamphlet.)

The Library's collections have grown to over 39,000 items, including electronic formats.

Description

The Library is located on the corner of Main and Church Streets in the center of Town. The entry, 110 sq. ft., from Church St. leads into the display area, 390 sq. ft., containing the old Grandfather's Clock, a bench and chair, the copy machine and an OPAC. There is a nook (16 sq. ft.) with shelving for pamphlets and a community bulletin board. The Circulation Desk, 132 sq. ft., has two work stations and faces the entry. The fiction collection, large print, and paperbacks are in wall shelving and nooks on the first floor of the rest of the old library building (500 sq. ft.). There is a basement, 500 sq. ft. used for storage of Friends book sale items and some library items.

A small ramp leads into the *Gallery*, 348 sq. ft., which connects the library to the former church. Windows lining the Gallery let in plenty of light, but limits shelving opportunities. The Gallery houses the Young Adult Collection, adult and children's videos and DVDs, and the 970s (History) volumes.

After extensive renovations, the former church was dedicated on Nov. 5, 1967 and was named the Betty Strong Reading Room. A special feature is the stained glass window designed by Carl Paulsen of Upton. The "*Treasure Room*", 50 sq. ft., houses local history, genealogy, a microfiche machine and printer. The combination *Staff Room and Technical Services Area*, 240 sq. ft., and *Director's Work Space*, 64 sq. ft.,

and Storage, 122 sq. ft., is at the rear of the Reading Room. This is an area set off only with shelving so that there is no privacy for the Director, and little for the Staff.

The *Reading Room*, 1,536 sq. ft., with its arched ceiling, and high, small, stained glass windows, is reminiscent of the church it once was. However, lack of space for library materials has hidden some of the original architectural detail. The non-fiction collection lines the walls of the Reading Room. In one corner are the newspapers and magazines, 150 sq. ft. There is a church pew, four side chairs and a table seating four here. An area with the Adult Services Desk, dictionary table, 4 computer stations, printer, and two tables seating 3 each, 252 sq. ft., is on the east side. The Reference Collection, 87 sq. ft., is located opposite the Adult Services Desk. There are four doors and one fire exit in the room. The three ceiling fans help moderate temperatures in this high-ceilinged room. There are a total of 22 study chairs, four soft chairs, and a pew. Framed art is on top of shelving around the room. Some windows are blocked off.

The *Children's Room*, 800 sq. ft., is on the second floor of the original library. It can only be reached by a set of seventeen stairs leading from the entry. The Children's Librarian's Office, 77 sq. ft., is at the top of the stairs. Storage shelving in the office adds 60 sq. ft. The Circulation Desk, 63 sq. ft., is at the entrance to the Children's Room. There are 8 study seats, one soft chair, and two computer work stations. There is a small puppet theater. Shelving for the collection takes up most of the floor space in addition to the wall shelving. The Preschool Area, 72, sq. ft., is in a push-out area, which has a cozy feel, but has no space for play or story hours.

There is one bathroom for the staff, next to the Director's Work Space. There is one bathroom for the public off the Entry. The basement is not suited for use.

Service Statistics

When the present library building had its last major renovation in 1967, the population of Hopkinton was 5,659. Today, the Library is serving a population of 14,980, a 61% increase. However, in those 41 years, there has been no increase in library space for increased holdings.

The Library has a staff of 10: a full-time Director, Adult Services Librarian, a Youth Services Librarian. There are 7 part-time and 3 full-time staff. There are a total of 7.8 FTEs (FY07)

	Municipal Appropriation	FTE	Registered Borrowers	Circulation	Holdings
FY05	289,886	7.5	5,029	95,512	39,549
FY06	307,560	8	5,932	101,657	39,239
FY07	322,024	7.8	6,640	103,485	39,888

From FY06 to FY08 circulation has increased 8.3% along with the municipal appropriation increase of 11%. However, holdings have increased only 0.85%, essentially holding steady due to lack of space to put any more holdings.

In FY08 circulation consisted of 44.3% children, 54.9% adult. The children’s collection is 39% of the whole. There is no more room in the children’s room to add holdings to the children’s collection to reflect the high usage of that collection.

There are 6 computer terminals for public use and 4 provide access to the Internet. In FY2007, there were about 12,000 “hits” on the Library’s website. Wireless service is available. In only one year, from FY05 to FY06, Internet use increased 64%.

	Holdings	Volumes	Periodicals	Non-print
FY05	39,549	34,075	240	5,234
FY06	39,239	33,300	261	5,678
FY07	39,888	34,182	273	5,433

The number of print items has remained about the same over the three years, since there is no room to put additional holdings. Non-print has increased only 3% over the three years, but, their numbers have increased more than books, reflecting the demand for non-print items.

	Number of Child. Prog.	Attendance at Child. Prog.	Number of Adult Prog.	Attendance at Adult Prog.
FY05	123	1,688	0	0
FY06	103	1,995	5	1,052
FY07	100	1,500	7	500

Materials owned by the Library are supplemented by network transfers from CWMARS, the library automated network in this area of the State, and by interlibrary loan from libraries outside the network.

There are 28 seats in the adult area, 9 in the Children’s Room. There is one public access computer located in the Children’s Room, and 1 CWMARS automated catalog located there. Wireless access is provided. There is a copier for the public and a fax machine for the staff. Parking consists of street parking, and a small parking area for staff only in the back of the Library consisting of 6 spaces and 1 handicapped parking space. There is a bench and picnic table in a small area for the staff and for patrons.

Governance

“The Hopkinton Public Library is an association library. ‘It was incorporated under general law, May 26, 1890, as the Hopkinton Public Library, the purpose of the corporation being to maintain a public library with reading rooms connected therewith in the town of Hopkinton.’ (*Ninth Report of Free Public Library Commission of Massachusetts*, Wright & Potter Printing Co., State Printers, Boston, 1899, p. 172.)

The Library Building is owned and maintained by the Library Trustees. Library operations costs, including staff and materials, are funded in large part by the municipality. There is a seven member, self-perpetuating Board of Trustees.” (*Hopkinton Public Library Long Range Plan FY2004-FY2008*, p. 5.) The materials budget of the Library is supplemented by the McGovern Trust Fund. The Director is hired by the Board and is directly responsible to them. The Director is responsible for the day-to-day operation of the Library.

Service Priorities (See Appendix B.)

The Long Range Plan FY09 to FY13 has the following Service Priorities:

1. Physical and Virtual Spaces
2. Young Readers
3. Life-Long Learning
4. Information Resource
5. Informed Citizenry

The Library’s Mission is:

The Hopkinton Public Library strives to be a comfortable, welcoming central place for the community, which is accessible to all. The Library will provide access to a variety of materials, services and programs to enhance educational, cultural, social, and intellectual endeavors and to extend personal growth and development.

Goals and Objectives:

The Goals, Objectives and Action Plans in the Long Range Plan respond to the Service Priorities. (See also Appendix B and Part IV, Needs Assessment, p. 25.)

Goal 1 concerns the physical space of the Library.

Goal 1: The Library will be a safe, accessible and comfortable community place for all.

Objective 1.1: By the end of FY2009, the Board of Trustees and Building Committee will have a plan for a new Library.

Objective 1.2: All residents of Hopkinton will be made aware by the end of 2008 that a building program has been developed and approved by the Library Board of Trustees.

Objective 1.3: A plan to hire an architect should be developed by the end of 2008.

Objective 1.4: The Building Committee should follow the Massachusetts Designer Selection process to hire an architect.

Objective 1.5: The Community will be aware of the urgent need for additional space/new facility by the end of 2008.

Objective 1.6: The Fundraising Committee will establish steps by early 2009 to raise funds.

Other Goals include enhancing and expanding collections, services and programs. Lack of space makes fulfilling many of the Goals problematic.