

Newton Free Library

Mission

To bring the community together to enjoy, explore, create and discover.

Welcome to the Newton Free Library! Our collection of over 548,000 books, CDs, DVDs, video games, magazines, and online resources is yours to borrow or stream! We offer two robust services providing e-book, video and audio downloads to Newton cardholders with hundreds of thousands of titles to access from home or on-the-go. Our growing “Library of Things” Collection features games, musical instruments, laptops, crafting and household tools, and more. Logging into the Minuteman Library Network catalog provides access to 1.5 million additional titles.

We maintain an active calendar of free events to keep residents engaged, enriched and connected. Our storytimes, concerts, author talks, craft programs, book clubs, technology classes, English language learner conversation groups and more are scheduled for just about every day of the year. We encourage you to sign up for our event newsletters to learn about our upcoming events.

If you're looking for a comfortable place to read, study or work remotely, we offer reservable study rooms and a large variety of comfortable seating areas available throughout our spacious three-story building. Our computer area is equipped to print, copy, scan, and fax as well as wireless printing services. Our recently expanded and renovated Children's Room features an activity area for young children, plenty of seating for new readers and students, and a large inviting program space.

We invite every resident to sign up for a library card to take full advantage of all the Newton Free Library has to offer!

Reflecting on the past year of activity of the Newton Free Library brings to mind the quote from the movie *Field of Dreams* (available in our DVD collection), “If you build it, they will come.” This past summer marked the one-year anniversary of our Children’s Room renovation and we’re astounded to see how investments in our physical space directly translate to soaring visitation, program attendance and borrowing.

Visitation grew by 33% last year with 402,873 people coming to use the Library. With our spacious program room and inventive monthly interactive celebrations in the Children’s Room, visitors flocked to build their early literacy skills and find enjoyment. Our Adult Services Team brought creative programming to the community including concerts, poetry celebrations, puzzle and plant swaps, Fix-It Clinics, and robust English Language Learner and tutor training opportunities. Our program attendance grew a staggering 87% this year, welcoming over 41,000 people.

Library visitors borrowed over 1.5 million items this year with half of our print borrowing for youth materials. Newton’s families and caregivers wisely prioritize reading with children and research shows that there’s no better way to encourage literacy than sharing physical printed books with young children. In turn, books flew off the shelves in the Children’s Room, with a growth of 14% in circulation. Nearly every book in the Children’s Room went out last year – and with a collection of over 100,000 items in that space alone – that’s no small feat. We’re also paying close attention to our voracious adult readers, who borrowed 9% more fiction and nonfiction titles this year and undoubtedly contributed to the 8% growth in digital borrowing. Thank you, Newtonians, for making us the busiest library in the Minuteman Library Network.

In January, Newton Free Library joined the growing national trend of eliminating fines on

overdue materials. We’re tremendously proud to be part of the 85% of Massachusetts Libraries that are fine free! We successfully piloted this concept with our youth materials last year and we were pleased to see that eliminating fines did not change the return rate for our materials. The Library has always been about sharing – and Newton borrowers do a spectacular job bringing materials back so their friends and neighbors can equally enjoy our resources. Removing fines is a major step in our continual efforts to make the Library more equitable, accessible, and welcoming. We thank the Library Trustees and the City of Newton for approving this change.

In 2025, the Newton Free Library will celebrate our 150th anniversary - marking the legislative act in 1875 that passed the Library over to the control of the City of Newton for “the free use of the citizens forever.” We’ll enjoy celebrating this important milestone with the community over the course of next year.

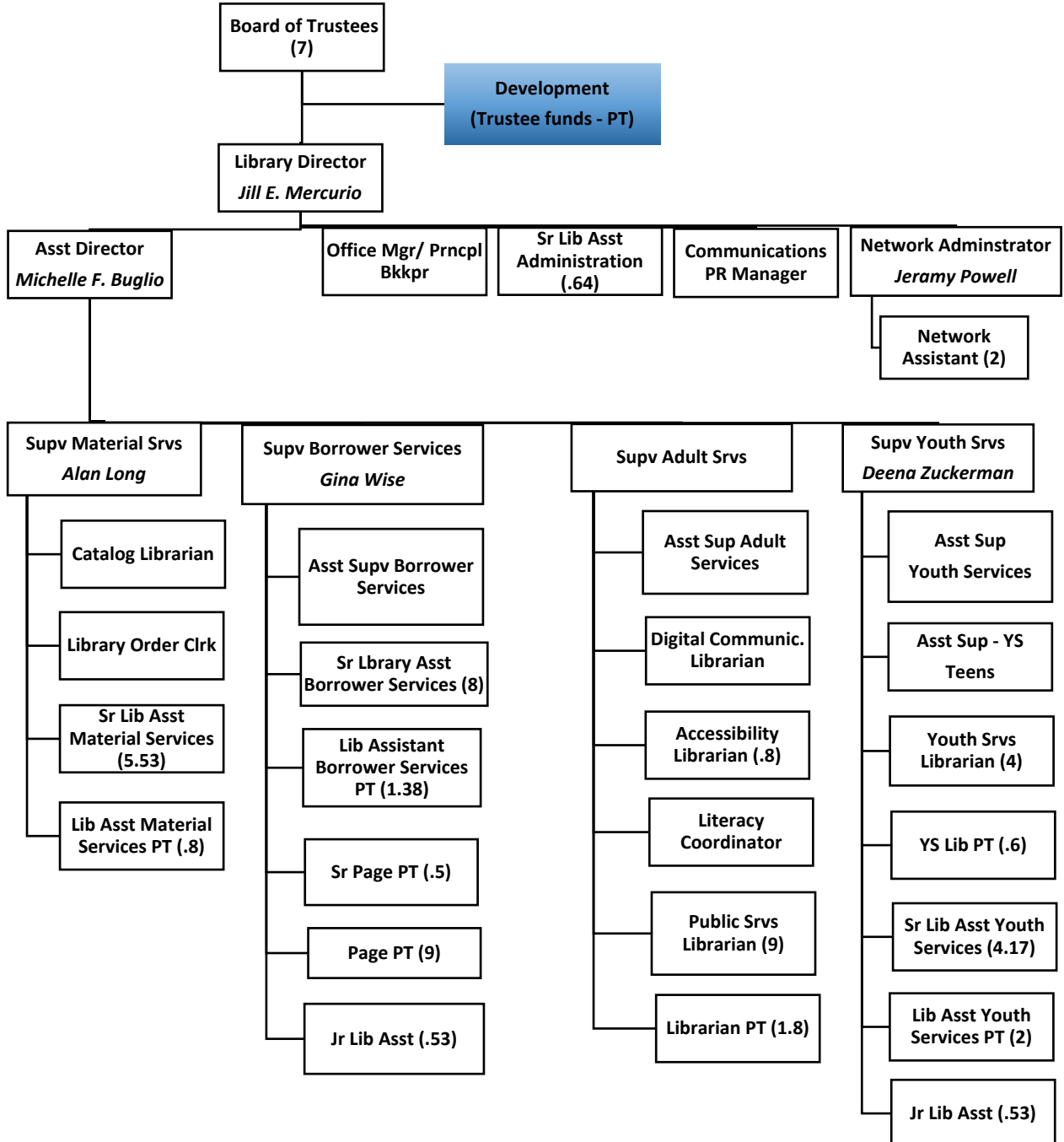
We are equally eager to continue to provide residents with an amazing collection of materials to borrow, dynamic programs to attend, and continued enhancements to our services and facilities to enjoy this year. See you at the Library!

Sincerely,

Jill E. Mercurio

Library Director

Library



Financial and Operating Highlights

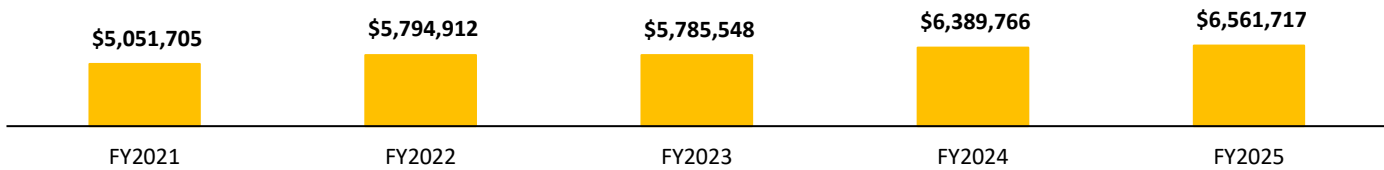
Financial Highlights

	<-----Actual----->			Original FY2024	Proposed FY2025
	FY2021	FY2022	FY2023		
Expenditure by Department					
Main Library	\$ 4,351,411	\$ 5,081,163	\$ 4,918,215	\$ 5,667,814	\$ 5,754,519
Library Admin	\$ 365,189	\$ 368,938	\$ 374,165	\$ 411,102	\$ 489,348
Building Maintenance	\$ 335,105	\$ 344,811	\$ 493,168	\$ 310,850	\$ 317,850
Total	\$ 5,051,705	\$ 5,794,912	\$ 5,785,548	\$ 6,389,766	\$ 6,561,717
% Incr		14.71%	-0.16%	10.44%	2.69%

Personnel

Full-Time	60	60	59	57	57
Part-Time	22	22	22	22	22
Total FTE	82	82	81	79	79

Total Library Expenditures



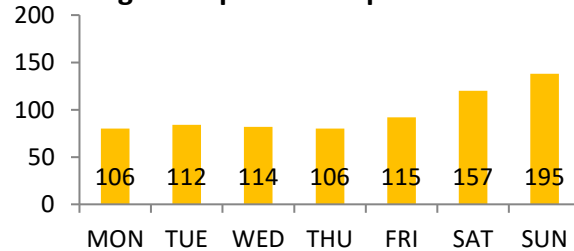
Operating Highlights

Card Holders	42,593
Visits Annually	402,873
Avg Visits per day open	1,199

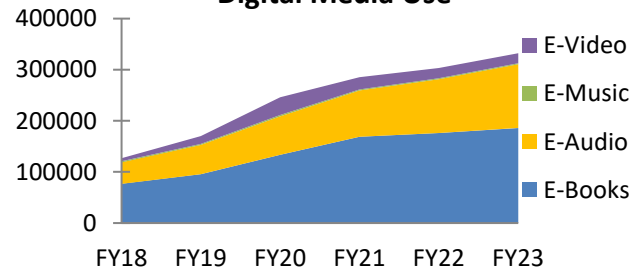
Collection	Owned	Borrowed
Adult Print	203,459	435,832
Adult AV	87,698	175,894
Youth Print	85,483	515,134
Youth AV	8,431	45,782
Digitl. Media	102,938	332,268
Total	488,009	1,504,910

Programs	Held	Attendance
Adult	1,064	10,636
Children's	664	28,639
Teen	167	2,711
Total	1,895	41,986

Avg Visits per Hour Open FY2023



Digital Media Use



Newton Free Library

Fiscal Year 2025 Outcomes and Strategies

Outcome 1

Provide a Superb Experience to Library Visitors in Person and Online.

- Enhance areas for individuals to work, study, and/or interact with collections and materials.
- Introduce an exterior holds pickup locker pilot project to provide flexible pickup options outside regular hours
- Revise and translate welcome brochure and informational literature about digital services.
- Engage staff in ongoing training to promote welcoming and inclusive services for all visitors.
- Conduct community focus groups and surveying to inform 2025-2030 Strategic Plan.

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- Maintain our vibrant collections by adding 35,000 new items and minimizing wait times by bolstering our Speed Read collection.
 - Expand the availability of streaming and downloadable ebooks, audiobooks, videos and digital magazines by evaluating Kanopy, hoopla, and Libby service budgets.
 - Research digital signage options for our lobby.
 - Improve the presentation of our World Language, Library of Things and second floor Adult collections.

Outcome 2

Connect Residents to Ideas, Information and Resources That Meaningfully Enrich Their Lives With Our Collections.

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- Promote our Home Delivery program for individuals who are unable to visit the library due to special needs, illness or disability.
 - Bolster heritage month programming through community partnerships
 - Maintain a variety of compelling

Outcome 3

Bring the Community Together to Explore Ideas, Build Skills and Promote Engagement Through Programs and Services.

- program offerings for residents of all ages, featuring a combination of virtual, in-person and hybrid options to provide the best, most flexible participant experience.
- Develop new outreach strategies with local businesses, residential developments, and offsite venues to promote Library services throughout Newton's villages.

FUND: 0001 - GENERAL FUND
DEPARTMENT: 601 - LIBRARY

**CITY OF NEWTON BUDGET
DEPARTMENT LEGAL LEVEL OF CONTROL**

	ACTUAL 2021	ACTUAL 2022	ACTUAL 2023	ORIGINAL 2024	RECOMMENDED 2025	CHANGE 2024 to 2025
LIBRARY SUMMARY						
51 - PERSONNEL SERVICES	3,269,658	3,942,931	3,709,798	4,327,695	4,437,354	109,659
52 - EXPENSES	1,130,868	1,232,285	1,420,914	1,254,136	1,269,742	15,606
58 - CAPITAL EXPENSES	0	0	0	0	10,000	10,000
57 - FRINGE BENEFITS	634,931	620,196	654,836	807,935	844,621	36,686
TOTAL DEPARTMENT	5,035,457	5,795,412	5,785,548	6,389,766	6,561,717	171,951
MAIN LIBRARY						
51 - PERSONNEL SERVICES	2,952,484	3,607,933	3,370,690	3,957,447	3,995,242	37,795
52 - EXPENSES	795,219	886,943	927,746	941,934	950,540	8,606
58 - CAPITAL EXPENSES	0	0	0	0	10,000	10,000
57 - FRINGE BENEFITS	603,708	586,287	619,778	768,433	798,737	30,304
TOTAL MAIN LIBRARY	4,351,411	5,081,163	4,918,215	5,667,814	5,754,519	86,705
LIBRARY ADMINISTRATION						
51 - PERSONNEL SERVICES	317,175	334,998	339,108	370,248	442,112	71,864
52 - EXPENSES	544	531	0	1,352	1,352	0
57 - FRINGE BENEFITS	31,223	33,908	35,058	39,502	45,884	6,382
TOTAL LIBRARY ADMINISTRATION	348,941	369,438	374,165	411,102	489,348	78,246
LIBRARY BUILDING MAINT.						
52 - EXPENSES	335,105	344,811	493,168	310,850	317,850	7,000
TOTAL LIBRARY BUILDING MAINT.	335,105	344,811	493,168	310,850	317,850	7,000
NEWTON PUBLIC LIBRARY						
52 - EXPENSES	0	0	0	0	0	0
TOTAL NEWTON PUBLIC LIBRARY	0	0	0	0	0	0

FUND: 0001 - GENERAL FUND
DEPARTMENT: 601 - LIBRARY

CITY OF NEWTON BUDGET
DEPARTMENTAL DETAIL

	ACTUAL 2021	ACTUAL 2022	ACTUAL 2023	ORIGINAL 2024	RECOMMENDED 2025	CHANGE 2024 to 2025
601 - LIBRARY						
0160110 - MAIN LIBRARY						
PERSONNEL SERVICES						
511001 FULL TIME SALARIES	2,391,802	2,773,640	2,579,573	3,127,424	3,108,410	-19,014
511003 WORK FOR OTHER DEPTS	2,638	6,302	0	0	0	0
511101 PART TIME < 20 HRS/WK	255,379	403,927	419,390	463,325	484,740	21,415
511102 PART TIME > 20 HRS/WK	209,499	218,383	202,106	200,818	233,412	32,594
513010 REGULAR OVERTIME	1,012	86,066	88,990	100,000	100,000	0
514001 LONGEVITY	49,400	42,210	41,095	41,465	44,265	2,800
514309 OTHER STIPENDS	2,400	4,620	5,100	0	0	0
515003 SPECIAL LEAVE BUY BACK	1,182	23,525	0	0	0	0
515006 VACATION BUY BACK	15,711	25,061	12,920	0	0	0
515102 CLEANING ALLOWANCE	23,462	24,198	21,517	24,415	24,415	0
TOTAL PERSONNEL SERVICES	2,952,484	3,607,933	3,370,690	3,957,447	3,995,242	37,795
EXPENSES						
524010 OFFICE EQUIPMENT R-M	0	2,111	1,309	1,000	1,000	0
524080 DEPARTMENTAL EQUIP R-	18,078	15,034	19,217	18,000	22,200	4,200
524100 SOFTWARE MAINTENANC	11,927	12,295	8,579	16,500	11,000	-5,500
530400 DOCUMENT PRESERVATI	2,201	1,999	0	1,500	1,500	0
532100 TUITION ASSISTANCE	210	0	-255	0	0	0
534010 TELEPHONE	3,830	3,526	2,449	2,900	2,900	0
534040 INTERNET ACCESS CHAR	1,351	3,319	2,866	3,300	6,100	2,800
534100 POSTAGE	3,418	8,751	2,544	6,000	6,000	0
534200 PRINTING	2,066	1,685	3,251	4,394	4,500	106
534300 ADVERTISING/PUBLICATIO	0	0	0	840	840	0
542000 OFFICE SUPPLIES	8,744	7,942	8,008	7,500	8,000	500
558300 LIBRARY SUPPLIES	16,436	16,892	18,853	28,000	28,000	0
558500 COMPUTER SUPPLIES	7,959	21,392	35,154	25,000	30,000	5,000
559200 BOOKS/MANUALS/PERIODI	599,295	672,540	702,968	700,000	700,000	0
571000 VEHICLE USE REIMBURSE	0	0	0	500	500	0
573000 DUES & SUBSCRIPTIONS	119,705	119,458	122,804	126,500	128,000	1,500
TOTAL EXPENSES	795,219	886,943	927,746	941,934	950,540	8,606
FRINGE BENEFITS						
57DENT DENTAL INSURANCE	13,087	11,563	11,781	20,923	12,611	-8,312
57HLTH HEALTH INSURANCE	519,583	488,932	523,142	630,641	666,298	35,657
57LIFE BASIC LIFE INSURANCE	1,720	1,462	1,471	1,535	1,589	54
57MEDA MEDICARE PAYROLL TAX	37,953	46,683	44,366	55,888	56,474	586
57OPEB OPEB CONTRIBUTION	31,365	37,648	39,019	59,446	61,765	2,319
TOTAL FRINGE BENEFITS	603,708	586,287	619,778	768,433	798,737	30,304
CAPITAL EXPENSES						
585111 PC HARDWARE-ADMIN	0	0	0	0	10,000	10,000
TOTAL CAPITAL EXPENSES	0	0	0	0	10,000	10,000
TOTAL MAIN LIBRARY	4,351,411	5,081,163	4,918,215	5,667,814	5,754,519	86,705

CITY OF NEWTON BUDGET DEPARTMENTAL DETAIL
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		ACTUAL 2021	ACTUAL 2022	ACTUAL 2023	ORIGINAL 2024	RECOMMENDED 2025	CHANGE 2024 to 2025
0160111 - LIBRARY ADMINISTRATION							
PERSONNEL SERVICES							
511001	FULL TIME SALARIES	284,472	301,520	307,255	314,399	325,133	10,734
511101	PART TIME < 20 HRS/WK	0	0	0	17,792	17,792	0
511102	PART TIME > 20 HRS/WK	24,954	28,938	27,313	33,261	34,391	1,130
514001	LONGEVITY	6,428	3,720	3,720	3,976	3,976	0
515003	SPECIAL LEAVE BUY BACK	6,000	0	0	0	0	0
515006	VACATION BUY BACK	10,248	0	0	0	0	0
515102	CLEANING ALLOWANCE	1,320	820	820	820	820	0
519700	CURRENT YEAR WAGE RE	0	0	0	0	60,000	60,000
TOTAL PERSONNEL SERVICES		333,423	334,998	339,108	370,248	442,112	71,864
EXPENSES							
524010	OFFICE EQUIPMENT R-M	544	31	0	1,352	1,352	0
532100	TUITION ASSISTANCE		500	0	0	0	0
TOTAL EXPENSES		544	531	0	1,352	1,352	0
FRINGE BENEFITS							
57DENT	DENTAL INSURANCE	687	703	703	734	705	-29
57HLTH	HEALTH INSURANCE	25,771	28,427	29,564	30,865	37,051	6,186
57LIFE	BASIC LIFE INSURANCE	95	52	57	59	57	-2
57MEDA	MEDICARE PAYROLL TAX	4,670	4,727	4,734	5,388	5,541	153
57OPEB	OPEB CONTRIBUTION	0	0	0	2,456	2,530	74
TOTAL FRINGE BENEFITS		31,223	33,908	35,058	39,502	45,884	6,382
TOTAL LIBRARY ADMINISTRATION		365,189	369,438	374,165	411,102	489,348	78,246
0160112 - LIBRARY BUILDING MAINT.							
EXPENSES							
521000	ELECTRICITY	226,459	240,407	399,616	200,000	225,000	25,000
521100	NATURAL GAS	48,702	61,529	53,586	48,000	50,000	2,000
523000	WATER & SEWER SERVIC	39,064	39,375	39,967	40,000	40,000	0
524070	PUBLIC BUILDING R-M	20,431	0	0	20,000	0	-20,000
524080	DEPARTMENTAL EQUIP R-	0	0	0	500	500	0
531000	BACKFLOW PREV INSPEC	450	0	0	350	350	0
538200	PEST CONTROL SERVICE		3,500	0	2,000	2,000	0
TOTAL EXPENSES		335,105	344,811	493,168	310,850	317,850	7,000
TOTAL LIBRARY BUILDING MAINT.		335,105	344,811	493,168	310,850	317,850	7,000
TOTAL LIBRARY		5,051,705	5,795,412	5,785,548	6,389,766	6,561,717	171,951