



HUMAN SERVICES CIVIC & CULTURAL

*Booth & Dimock Memorial Library
all decked out for Coventry's 300th Anniversary.
Photo by Laura Stone.*

**Coventry Human Services
Social Services/Youth Services/Elderly Services
Annual Report 2012/2013**



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The Coventry Human Services Department is a multi-generational service agency. The goal of our department is to allow Coventry residents to achieve and maintain personal and social well-being and to provide positive youth development programs. The Human Services Administrator holds a MSW, is a member of the National Association of Social Workers, Municipal Human Rights Officer, Secretary of CLASS, (Connecticut Local Administrators of Social Services) and attends their monthly training meetings. The Administrative Assistant is a certified CHOICES Counselor (Connecticut's Health, Outreach, Information, Counseling & Eligibility Screening Program). The Youth Services Coordinator is the Municipal Agent for Youth and staffs the Youth Service Bureau, which is funded in part through the State Department of Education. She administers the grant from the North East Communities Against Substance Abuse. We oversee the grants to regional agencies that provide services to residents.

Year Round Programs:

- Advocacy
- Adult Wellness Clinics
- Budget Counseling
- Case Management .
- Civil Preparedness Emergency List
- Community Restitution Programs Adult: **2 cases**
- Counseling Services
- Crisis Intervention

- Direct Services:
 - ❖ Social Services **308** cases
 - ❖ Elderly Services – **57** unduplicated cases
- Drug and Alcohol Information
- Emergency Call List
- Energy Assistance ACCESS Applications - **95**
- Operation Fuel Program (winter) – **17**
- Operation Fuel Program (summer) **3**
- Food Bank – **103 requests**
- Fundraising
- Housing Information
- Information and Referrals
- Landlord/Tenant Rights information
- Special Needs Program – **42 families**

ADDITIONAL PROGRAMS

Department of Agriculture –80-\$15.00 vouchers for the Farmer’s Market were distributed to Coventry seniors and persons with disabilities and who received Renter’s Rebate assistance.

- **Renter’s Rebate Program** – 80 applications were processed for senior and disabled renters in the form of checks by the State Office of Policy and Management for this program.
- **The Trash Bag Waiver Program** was replaced by the tipper barrel program and in yard service increased as senior and disabled residents needed more help taking the barrels to and from the street for pick up.
- **Holiday Committee:** Staff as well as volunteers from the community coordinated the distribution of donated food and gifts to residents.
 - Thanksgiving:** 210 families, single adults, elderly and disabled residents received Thanksgiving food.
 - Christmas:** 260 families, single adults, elderly and disabled received food and gifts for the holidays.

Fundraising/Donations

- Special Needs Fund -Donations received
\$13,751.00 used for client needs, housing, utilities, prescriptions, grocery cards
- Salvation Army - Fundraising
“Bell Ringers” – \$15,279.29
Mail appeal – 1,200.00
FEMA – Zero this year
- ❖ **Expenditures for Emergency Needs**
Salvation Army Fund used **\$13,751.36 for 78** households for food, utilities, housing, medical, “Gearing up to Learn Program”, camp, etc. (families may be helped with more than one need depending on circumstances)

Fuel Assistance (Clergy Fuel Bank) **25 families** met the criteria to receive assistance.

THE HUMAN SERVICES ADVISORY COMMITTEE

Representatives from the town, churches, schools, Police Dept., Recreation Dept., senior groups and other organizations attend the meetings. The public is always welcome. The Committee met on **6** occasions.

THE HUMAN RIGHT COMMISSION

The Human Rights Commission met at their annual meeting on June 13th at Orchard Hills Housing Authority. The Commission members are Al Bradley, Marjorie Roach, Michael Kurpiewski. Brenda Bennett from our office represented.

SENIOR CENTER HIGHLIGHTS

The Senior Center had **3580 visits** last year from senior and disabled area residents. This includes many regular visitors who participate in the weekly programs.

The Senior Center was closed on 1/31, 2/8 and 2/11 due to inclement weather.

Basic weekly programming includes:

- Monday: cribbage, lunch, movies
- Tuesday (Noon closing): exercise program
- Wednesday: Billiards, "Let's Talk", Veterans' Advocate by appointment
- Thursday: exercise program, billiards, Setback, other cards and games
- Friday: Billiards, Quilting Class, Setback, other cards and games

Basic monthly programming includes:

- The Wellness Nurse visits the Senior Center twice each month and is available to provide Blood Pressure & Blood Sugar screenings, as well as answer any medical question and make referrals.
- Dr. Anthony Morgan provides footcare and podiatric evaluations.
- What's Brewing was introduced as an informal group where Seniors have the opportunity to give their input and feedback around Senior Center programming.
- The Coventry Senior Club uses the Lodge each third Wednesday for their Club meeting.
- "The Out to Lunch Bunch" carools to local restaurants.
- The Fall & Winter had a monthly "Book Club" meeting on Thursdays.
- CHOICES'S Counseling – **42 unduplicated cases** received help with ConnPACE, Title 19, Medicare Savings Plans and Medicare D Prescription Drug Program enrollment and information.

Special Programming:

- AARP 55 Alive Drivers Safety Program was offered in September.
- Basic computer classes was offered twice per month in the Fall and Spring.
- Fitness Room Orientation is offered in the fall.
- Local Licensed Massage Therapist Deb Turner provides Reflexology & Chair Massage sessions.
- Spa Day is available for haircuts, manicures and/or pedicures.
- Senior Yoga Class taught by Yoga Instructor, Bill Goodale.
- Acrylic Art classes taught by local artist Nancy Bunnell.
- Beading workshop with local business owner Midge Makuch from TGB Accessories.

- A special Veterans' Day observance was held on November 8th with a ceremony, speakers and a light lunch.
- July 15 -All American Hoe-Down complete with Line Dancing lessons and cookout; January 9 – Financial Planning Workshop, February 6 – 2nd workshop focused on Advanced Directives, January 23 – Winter Luncheon to honor Father Ray Introvigne for his years of services as Legion Chaplain, February 27 – Senior Sock Hop, Thank-you reception for local hero serving in Afghanistan, Beading workshops, visits from State Representative Tim Ackert, April 5 – Superintendent of Schools, David Petrone Q&A, April 10 – Volunteer Appreciation Luncheon, April 22 – TVCCA cooking demo and lunch, May 22 – Senior Center Anniversary, June 26 – Presentation of American Revolution by local historian, Sal Tarantino.
- AARP Tax Aid from February-April
- Special Holiday Parties were held for Halloween, in December, Valentine's Day, St. Patrick's Day, and several BBQ's. These were all very popular and well attended.

COVENTRY RIDES TRANSPORTATION PROGRAM

Days of Vehicle Usage: 192
 # of People Riding: 92
 # of One-Way Trips: 1455
 # Volunteer Hours: 814
 # Miles Total: 9997

Volunteers Drivers: Dave Lamore*, Dick Frye*, Bill Hoffman*, Ken Stein*, Bill Wajda*, Kim Homans*, Mary Ellen Hetrick*, David McCrory*, Bill Root, Tim Ackert, Brian Coss, Christine, John Thayer and Debbie Locke. Several of these people also provide private car transportation when needed.

Our long-time friend and van driver, Mary Ellen Hetrick passed away in October 2012. The need for additional drivers continues.

Private car volunteers include: Carol Moriarty*, Dick Gawitt*, Barbara Rose*, Claudette Polhemus, David McCrory, Bill Wajda*, Jane Luthi, Cathy Root and Bill Root, Karen Renfro, Carol Kent, Monica Maneri, Pat Tufts, Trena Gale and Lori Boucher.

Volunteer drivers are asked to drive one morning a month. Drivers continue to cover the unassigned days during the month.

Private car drivers are called upon for requests to locations beyond the scope of the program. These requests are primarily for medical appointments in Hartford, Farmington, Glastonbury and elsewhere. Private car drivers also assist when all the daily requests cannot all be met by the van/bus schedule.

Coventry's State Matching Grant for Elderly and Disabled Demand Responsive Transportation (MGP) from the Connecticut Department of Transportation was funded at 25% reduction rate for FY12 and FY13. The funding has been fully restored for FY14. All aspects of the program including extended Dial-A-Ride (DAR) hours, mileage reimbursement and wellness trips have been restored.

Grant funds provide operating expenses for the Coventry Transportation Program's two vehicles (fuel, repairs and maintenance, coordinator salary), extended DAR hours provided to Coventry residents before and after regular DAR hours of operation (transportation for medical appointments and employment); Senior Wellness Trips for elderly and disabled residents of Coventry (affordable handicap-accessible day trips) and the Mileage Reimbursement Program (allows reimbursement of mileage expenses to riders for transportation to medical facilities and related services beyond what is currently provided by the Coventry Transportation Program.)

The Program continues to offer transportation for senior citizens and disabled residents on Mondays, Tuesdays, Wednesdays, Thursdays and Sundays to locations in Coventry, Manchester, Tolland, and Vernon. We cooperate with WRD Dial-A-Ride to meet the transportation needs of Coventry residents. Transportation is provided for medical appointments, nutritional and other types of counseling, grocery and personal shopping, voting, senior workshops, Senior Center activities, town events and entertainment.

The "Coventry Rides" Transportation Program is advertised on the town web page, local newspapers and Channel 13. Handouts and mailings are provided for the residents of Orchard Hills, Senior Club members and the Coventry Senior Center/Transportation Mailing List. Brochures are available in offices and businesses throughout Coventry.

Special low-cost "Wellness" Trips continue to be offered to senior citizens and the disabled. Transportation costs associated with these trips are paid for with MGP Department of Transportation Grant funding, allowing the cost of the trips to be kept very affordable. The following trips were offered this year: Fall Foliage Trip to the Quiet Corner and Holiday Fantasia Trip. Handicap-accessible coach transportation was used for these trips.

Coventry's 14-passenger mini-bus has provided transportation for smaller, local wellness trips, including two Windham Theater Guild Trips and a trip to Manchester Band Shell.

The Coventry Rides Transportation Program is supported by funding from the Town of Coventry and grants from the Department of Transportation.

REGIONAL GRANTS

CT Legal Services (\$925.00 grant) Legal services provided at "no charge" to low income residents, 1-800 453-3320. 1-800-296-1467.

Dial-A-Ride: (\$14,469.00 grant) Door-to-door transportation service for Coventry residents. Service is offered throughout the Windham Region (10 towns). A 48-hour notice is required. A fee donation of \$2.00 per ride is requested. Each year they provide more than 2,200 rides. 456-1462

Meals On Wheels (\$3,710.00 grant) TVCCA Senior Nutrition Program provides home-delivered meals to residents who are unable to provide their own meals. A medical referral is necessary.
1-800-953-1365

NECASA (Northeast Communities Against Substance Abuse)(\$300 grant). They monitor and provide technical support to the local prevention councils and oversight of

the \$2,400 town grant. They distribute discount cards with prevention information to all fifth and eighth grade students. 779-9253

Sexual Assault Crisis Center Of Eastern CT (\$900 grant) Provides information, prevention education, support and advocacy for victims of sexual assault. 456-3595

United Services (\$2,000.00 grant) Local funding is matched by state funding to provide child abuse prevention treatment programs, Domestic Violence programs, shelters, group therapy and other services. 456-2261

Visiting Nurse And Health Services of CT, Inc. (Budget: \$2,500, fee for service funding) Provides skilled nursing, home health aides, homemaker-companion services, medical social work, speech therapy, occupational therapy, physical therapy adult day care and meals programs to homebound residents and elder wellness programs and the flu vaccine program. 872-9163

YOUTH SERVICES

- Submitted final reports and grant applications for SDE YSB Entitlement and Enhancement grant, in addition to DMHAS/NECASA grant.

Direct Service Programs

- Counseling Services continue to be offered. Openings are available.
- Final cataloging details for the New Lending Library and Resource Center were made this quarter. Numerous titles on challenging topics for youth and families are available for checkout; from parenting special needs children, to step families, divorce, addiction, and cutting, to name a few. The resource center has magazines and brochures for families to access as well.
- Assisted 1 family, register 1 child for the Salvation Army Camp Connri, located in Ashford, CT. The week-long, over-night camp is free to qualifying families, funded by the Salvation Army.
- 14 Camperships were awarded to 10 families, allowing youth to attend summer that otherwise would not be able.
- Gearing Up to Learn, Back to School Program, assisted 25 Coventry families with backpacks, school supplies and Payless shoe cards. 47 children started the school year off on the right foot as a result of this program.
- Provided drop in office hours as part of open door policy to middle and high school youth.
- Positive Connections Mentoring program has had multiple traveling science programs visit. In addition, mentors have led numerous activities including pizza making, cupcake decorating, and arts and crafts. The mentors participated in a

cupcake contest with one mentor entering her cupcakes while other mentors served as judges for over 20 entries.

- Counseling Services continues to be offered; working with 1 student currently. New families are consistently being referred from schools, police and self-referrals.
- The Coventry High School NOMADS club did not take any trips this quarter. Discussion of future plans for this club will take place next quarter.
- Positive Connections Mentoring program came to an end this quarter. Students continued to work on academic gains, arts and crafts and positive peer interactions. The final celebration was held at Patriot's Park Pavilion. 2 of the 5 mentors were members of the class of 2013 and graduated on June 22, which will leave open spots for new recruits in next year's program.
- Counseling Services continue to be offered. Openings are available for families to receive counseling through the summer months
- Project Graduation- Invitations were created and mailed to all students in the class of 2013. A total of 84 students attended the event to celebrate their accomplishments at the Mansfield Community Center on June 22, 2013.
- Youth Job Bank – Due to low enrollment, the annual group trainings are no longer being offered for new job bank members. Students can now make individual or small group appointments at any point during the year to become involved with this program.
- Babysitters Training – 5 students attended the Basic Babysitters Training 101 on June 24th. Upon completion of the program, students become eligible for babysitting jobs through the Youth Job Bank.
- Work began on creating a New Lending Library and Resource Center this quarter. Numerous titles on challenging topics for youth and families were purchased, and will be cataloged next quarter. People will be able to access the library list online and loan books on topics from parenting special needs children, to step families, divorce, addiction, and cutting, to name a few. The resource center has magazines and brochures for families to access as well.
- Marketing efforts began for yet another new program. Youth Services will be collecting gently used prom dresses, shoes and accessories over the next three quarters. The goal is to ensure that all Coventry High School girls interested, are able to outfit themselves for prom at low to no cost. Dresses have already started coming in.
- Set up a table at the Coventry High School Career Fair, promoting the Youth Job Bank and Babysitters Trainings. Students took information and ask appropriate questions.
- The Eastern Region Youth Service Bureaus held their 5th Annual Friends of Youth Services Awards at the Riverfront Community Center in Glastonbury. Coventry Youth Services presented the award to Ryan McLean, Patricia

Piotrowska and Rachel Rolli for their extensive community service work, with which they assisted our office with all our holiday programs.

- Youth & Family Cases 21 cases
- Community Service 2 cases
- Community Restitution 0 cases
- Youth Job Bank Requests 19 requests
- Youth Job Bank Match 19 matches
- Youth Job Bank Members Trained 6
- Juvenile Review Board 0 cases



Coventry Housing Authority Annual Report 2013

The Coventry Housing Authority is a non-profit public corporation that operates Orchard Hill Estates I & II Elderly Housing complex. The Authority consists of five volunteer Commissioners appointed by the Town Council. We report continued occupancy of all 80 units.

The current census is 59 female and 29 male tenants. There are 58 single apartments and 22 double apartments. Of the 80 apartments, 8 are fully handicapped accessible units. All are one bedroom and all are equipped with emergency alarms as well as smoke detectors.

Current income limits are as follows:

HUD Project

One Person	\$17,500
Two Persons	\$20,000

State Project

One Person	\$43,700
Two Persons	\$49,950

Laurie Pinkston is the Executive Director. She takes care of all administrative and accounting for both projects. Julie Bradley is the Resident Service Coordinator. She assists tenants with Title 19 applications, setting up home-making services and does tenant assessments. The office is also an Energy Assistance site working in conjunction with the Access Agency in Willimantic.

We have a monthly blood pressure and blood sugar screening clinic. This clinic is available to all Coventry residents as well.

The current operating budget is \$342,894 which is a Per Unit Monthly Cost of \$715. and includes P.I.L.O.T. (Payment in Lieu of Taxes) of \$18,374. and an annual sewer fee of \$3570. paid to the Town of Coventry.

The Authority maintains representation on the Coventry Fair Housing Committee and on the Housing Rehabilitation Commission.



COVENTRY PARKS & RECREATION ANNUAL REPORT: FY 2012/2013

The mission of Coventry Parks and Recreation Department is to foster active lifestyles, social well-being, and environmental stewardship.

GENERAL ADMINISTRATION/PLANNING AND OVERVIEW

The Parks & Recreation Department operations always rely closely on the seasons - as the weather changes, so do the types of programs & services offered. This past summer, our new Camp Director, Matt Kyer and our Aquatics Director, Carmina Valente did a fantastic job with staff supervision at Summer Camp and the beaches respectively, allowing the Director and Recreation Supervisor to give more attention to the town's 300th Anniversary events.



Over the winter, the director was able to complete the 1st draft of the Recreation Commission's Strategic Plan Action Matrix, the first and second quarter reports for FY 12-13, monthly reports, and started to implement new ordinance changes. This involved providing final text to Town Clerk, designing a permit for alcohol use and confirming the process with the Police Chief and Town Clerk for verification of authenticity. She prepared the FY13/14 Operating & CIP Budget Proposal with cost-saving measures, performance measures, and the budget line items for the 224 special recreation revenue accounts. Staff met with the Town Manager & Finance Director to review these proposals. Ms. Rubin attended the Town Budget Hearing, and other related meetings to support the request. She was able to complete an analysis of CPM 101 performance measures 2011 report and a completed Plan of Open Space, Conservation and Development (POCD) action plan status report.

In the spring of 2013, Director Rubin attended many community group meetings from Coventry Fest to youth sports leagues to help facilitate these groups and support their efforts. She provided National Association of Youth Sports Coaches training to 10 coaches from the Coventry Youth Basketball organization, with a follow up press release and required chapter paperwork. She also met with Race Directors for Coventry Harvest 5K, the Town Planner re: Visitor's Center status & future, UConn Club Sports' Sailing Team re: use of Patriots Park, interested citizens regarding the feasibility of a Community Gardening program, Conservation Commission regarding a Bicycle Plan and assisted the Ad hoc Football Field Lighting committee by getting references from local schools. Throughout the year, Ms. Rubin attended several regular internal meetings, such as: Supervisory Staff meetings, Recreation Commission meetings, the Ad hoc Football Field Lighting committee meeting, a Worker Safety Committee meeting, Land Use Consortium, Human Services Advisory Board, Worker's Safety & Wellness Committee meeting, monthly departmental review with Town Manager and a meeting w/Town Planner regarding a Trails Grant application.

Ms. Rubin participated in several community groups' program planning meetings, such as the Eastern Highlands Health District Community Transformation grant CHART meetings and a meeting with Ande Bloom to follow-up on several projects, including a self-evaluation of Coventry Parks & Recreation health related policies and environment, a Tobacco workgroup of EHHD, STEPS Health Committee meetings, and a meeting to discuss the Parents as Teachers program.

PROFESSIONAL DEVELOPMENT

Ms. Rubin participated in the following professional development opportunities:

- CRPA Legislative Committee and was active this Legislative session with meetings and conference calls, providing testimony on a Swimming Pool Safety, Background Checks, and Child Care food policy. She was also a participant at a CRPA Leadership Meeting.
- CCM *Nuts & Bolts of Supervision* workshop

- CRPA Quarterly meetings – *Managing Turf Grass Irrigation, Disease, Evaluation & Assessment and Emergency Management Planning for Youth Programs and Setting Social Media & Dress Code Policies in the Workplace*
- NRPA Webinars – *Making the Goal Achievable – Ways to Connect More Kids to Nature, Designing Natural Playscapes and Health Promotion Marketing for Parks & Recreation*
- Webinar – *Stop Complainers & Energy Drainers: How to Negotiate Workplace Drama to Get More Done*
- Met with Recreation Supervisor to review annual goals and performance, operating budget preparation
- CRPA Annual State Conference - *attended a session on PRORAGIS database from NRPA.*
- Updated and expanded Pinterest website, a valuable resource to the public, which was also used as demo/model at CRPA technology session
- National Wildlife Federation Webinar: *Geocaching with Ranger Rick* – Event to be planned as part of the *Last Green Valley's Annual Walktober Events*
- Summer Intern, Bethany Blacker from York College, PA began work, shadowing staff and assisting in all aspects of the summer operations. She did a great job and became an integral summer team member!



Ms. Torcasio participated in the following professional development opportunities:

- Prepared 2013 goals for performance review session with Ms. Rubin
- Adweek Webinars: *The Social Customer Lifestyle and 8 Ways To Collaborate More Effectively*
- Attended CRPA Annual Conference on 11/19. Attended the following workshops: *Politics: The Good, the Bad & the Ugly, Glow Up the Night: Nighttime Programming, & Market for Less.*
- CRPA/NEPA Summer Quarterly: *Mandated Reporting & Healthy Food Choices for Youth Programs*
- Civic Plus: new town website training and providing insight for their new Activities Module
- Online Meeting: '2013 Playful City USA Announcement Webinar' Presented By: '~ KaBOOM! ~'
- NEEF Webinar: *Crafting "Success Stories" to Generate Media Attention*
- NonProfitMarketing.com Webinar: *Stupid Things Nonprofit Marketers Can Stop Doing*
- Set up online training for Camp staff through www.expertonlinetraining.com in-service trainings
- CCM workshop: *Achieving Excellence in Customer Service*
- National Wildlife Federation Webinar: *Geocaching with Ranger Rick* – Event to be planned as part of the *Last Green Valley's Annual Walktober Events*
- Joined the CRPA's new committee, the Summer Camp Section
- Served on the CRPA Camp College Planning Committee

PLAYFUL CITY USA



To fulfill our commitment as a Playful City USA 2012, Ms. Rubin worked with DPW and Planning staff to address conditions of playscape equipment and the surrounding environment at Windswept Park. An application was submitted to "Kaboom!" for our re-designation as a Playful City 2013. Along with this, Ms. Rubin developed a Fundraising plan, timeline, and supporting marketing materials to kick off a new fundraising campaign for Laidlaw Park playscape.

At the EHHD ACHIEVE CHART Community Transformation Meetings Wendy presented Playful City USA/ Map of Play as topic for agenda. She participated in an Online Meeting: '2013 Playful City USA Announcement Webinar' Presented By: '~ KaBOOM! ~', a Playful City USA Construction Grant application webinar, a Fundraising 101 webinar and presented a session on *Playful Cities USA* at the CRPA Annual State Conference.

PARKS AND RECREATION COMMISSION

The Recreation Commission had some turnover, with long serving Chairman Jared Luce stepping down and a relatively new member Drew Kelleher moved out of town. Jennifer Bynes agreed to serve as Chairman and has actively monitored programs to get feedback from participants. We welcomed new Member, Eric Hoss with an

orientation. Throughout the summer the Commission and staff met with Steering Committee to revise the parks & recreation ordinances to update, clarify, and make them more easily understood.

PARKS-FACILITIES-CAPITAL IMPROVEMENTS-PLANNING

The Recreation Director supervises the on-going and routine facility rental management including: contacting renters with key codes, changing key codes monthly, processing, printing and issuing permit applications and alcohol permit applications, arranging staff coverage. She arranged for substitute staff for weekend coverage since current staff member will be on maternity leave soon. With the new ordinances allowing use of alcohol, she developed procedures for issuing permits and worked out the transition to the new policy's implementation. Ms. Rubin also attended the Hillyard Rovic meeting /trade show to find better products for cleaning and general maintenance of the park facilities and she had several follow up meetings with their Sales Rep. Regular communication with DPW was required for on-going routine maintenance and special projects.

Another large portion of Ms. Rubin's time was in completing a Sign Inventory & placement plan for all town parks– Miller Richardson, Laidlaw Park, Lisicke Beach and Creaser Park. This included taking photos, measuring and listing, pricing out and completing instructions for the Sign order.

Patriots Park:

The Patriots Park Caretaker position was eliminated this year in order to operate more efficiently and effectively. Throughout the summer Ms. Rubin temporarily took on many of the caretaker duties, such as opening & closing buildings, to identify areas that needed to be addressed and maintain good customer service until new part-time support staff could be hired. Renovations made to the Caretakers' House now allow us to rent the space for commercial use. Discussions with the UConn Athletics staff re: possible rental of the Caretaker House have begun.

Arrangements were completed for the UConn Men's Club Crew Team to rent space at the boathouse at Patriots Park. In exchange, they purchased a new storage shed to replace the old Snack Shack building which was demolished by DPW. This involved the removal of several very large trees. Ms. Rubin met with a sales rep from Kloter Farms to determine size, style and pricing estimates for new shed, and it was installed in March. This building now houses the Day Camp & Recreation program supplies. This will now allow space at the boathouse for the UConn men's crew club team to share with the EO Smith High School.



An Eagle Scout candidate has proposed to renovate the old skating hut by the pond. A Community Service person cleaned all windows at Comm. Ctr., Youth Bldg., and Lodge/Sr. Center. This past summer, the Salvation Army held its 30th Camp Reunion at Patriots Park, and we were able to connect and share stories with many people that spent their youth at the summer camp.

Creaser Park:

The Recreation Commission has been chipping away at a large goal for Creaser Park. The end product is to gain a stewardship and management plan with an emphasis on the establishment of a nature education/environmental interpretive center. Ms. Rubin has worked closely with the Town Planner on GIS Park mapping & a PowerPoint presentation. A Survey Monkey survey was conducted with 265 responses to help us determine the public's current use of the facilities. The folks at Tri County ARC have requested that the town of Coventry relinquish their lease for use of the building at Creaser, to which we complied. Ms. Rubin met with an electrician and the DPW Director on-site at Creaser to plan upgrade of electrical panels. Town Planner Eric Trott arranged for the Environmental Review Team to conduct a site evaluation.

Miller Richardson:

Ms. Rubin has coordinated with Youth Football & town staff to finalize the landfill project. This involved looking at our irrigation options, ordering new bleachers and team benches for the baseball fields, and a flagpole and scoreboard for football field. On-site meetings were held at Miller Richardson Park with DPW staff Doug Reese and David Gofstein as follow-up from the fall Sports Council meeting in preparation for fall sports field use. Several

meetings were help with Youth Football and the Health Director regarding the feasibility of a Concession Mobile Unit.

Laidlaw Park:

Director Rubin met with Boy Scout leaders and DPW Staff to do a Laidlaw Park cleanup. She also prepared a business plan for fundraising for the Playscape project at Laidlaw Park and designed a promotional brochure. DPW and hired contractors completed the ADA access and parking lot improvements project.

Trails:

Director Rubin hiked the Millbrook Trail with Laurie Giannotti of the DEEP, Eric Trott, Town Planner, and Michael Antonellis, Planning Technician to determine feasibility for future Trails Grant application. They also hiked Patriots Park Forest trail with Eric & Todd to inspect and approve Eagle Scout Project. Additional color trail maps were printed and made available to the public.

Market Barn:

The Market Barn at the Nathan Hale Homestead is now available for rental via the Parks & Recreation Department office. Throughout the summer, Ms. Rubin coordinated with representatives from the Coventry Regional Farmer's Market and the CT Landmarks Society to develop rental forms, procedures and marketing materials and to coordinate schedules. This is an ideal facility for those who prefer a rustic atmosphere for their special events. The facility holds up to 100 persons and is available from May – October.

BEACH OPERATIONS/AQUATICS

After sharing information with several neighboring communities, it was discovered that, in the past, Coventry opened its beaches far earlier than most. Typically, most communities open when children get out of school versus Memorial Day weekend. Our attempt to bring our schedule in line with others met with much angst. Being used to the Memorial Day weekend dates, many of our beachgoers were displeased with this decision because the month of June was unusually hot. Once we did open, the weather took a turn for the worse and was our nemesis all summer. It was oftentimes too hot to go out of air conditioning, coupled with almost daily late afternoon thunderstorms that cut people's beach time to a minimum. On-going supervision, in-service training and scheduling of staff took priority with so many new lifeguards that were hired to replace several of our veteran staff that left us as to obtain full time career employment.

Lake level was down drastically all summer. The DPW extended the length of the ropes & buoys at Lisicke to increase water depth within the swim area. Swim Lesson registrations filled most sessions. Staff worked hard to combine lower enrolled classes rather than cancel. Red Cross paperwork and a new on-line system required us to attend additional web training. Beaches closed Labor Day, Sept. 3rd. Final payroll, financial reports, Red Cross paperwork, cleanup of lifeguard sheds, inventory, removal of buoys, ropes & floats was the main concern at the end of season. Another successful summer was over, with no significant incidences to report and many young children having learned the basics of swimming safety.



Over the winter, Ms. Rubin and Carmina Valente, Aquatics Supervisor sent out *Intent to return* paperwork to all last year's beach staff and prepared data and rationale for beach opening date discussions. Summer Beach Operations 2013 kick into high gear in the spring. Director Rubin continued to confirm returning staff. Interviews were conducted for all positions: Lifeguards, Gatekeepers & Park Maintainers, hired and confirmed employee paperwork, background checks, staff training schedules and curriculum, inventory of 1st aid supplies, t-shirts, whistles, etc. and ordered supplies. The Aquatics Director set up Red

Cross paperwork, updated the staff manual. Together they conducted Lifeguard Training, Gatekeeper Training and Park Maintainer Training. They also conducted Lifeguard pre-season swim testing and skills review, and site orientation at both beaches. In-service training was scheduled to be held throughout the summer to include drills with Lake Patrol and the Fire Dept. Other routine duties included preparations for Beach Sticker Sales, daily

permits and Senior Center passes, several trips to the hardware store and locksmith, issuing permits & collecting fees for Ice Cream Truck vendor, installing buoys, ropes and floats with help from Norm Meikle, Lake Patrol Officer.

300th ANNIVERSARY

PARADE:

Ms. Rubin served as co-chair with Joan Lewis, and they want to extend their gratefulness to all involved, but especially the small group of individuals that met monthly for over a year to put the whole event together – Police Chief Mark Palmer, Lori Goodin, Carl Shafer, Laura Stone, Carla Kennedy and a special thank you to the Police, Fire Departments, and the Department of Public Works, the town Council, Town Manager, and the 300th Committee for their assistance and backing.

The Parade Committee held bi-monthly meetings in July and August, and weekly meetings in September. Ms. Rubin worked on final details such as completing paperwork/contracts to marching units, the issuance of purchase orders, ordering and disseminating volunteer t-shirts, arranged for walkie-talkies, signage, portable toilets, golf cart rentals, parking attendants, and processing of payments for bands.

The parade was held on Saturday, September 29th and received very positive feedback from the public, participants, town leadership and the parade participants themselves! A lot of preparation went into it, as was clearly demonstrated by the way the parade ran so smoothly with such a large variety and number of floats and marching band units.



Coventry residents Carol Kent and Charlotte Andersen volunteered as judges for the parade entry competition. The winners of each Division were judged on a combination of creativity, authenticity, enthusiasm and entertainment, and the quality and variety put forth. The winners of the Community Pride Award in each Division are: 1700s Division: Governor's Foot Guard Band, 1800s Division: Museum of CT Glass float, 1900s Division: Coventry Agricultural Committee float and 2000 and Beyond Division: Coventry High School Band. In addition, the judges awarded a special "Most Popular" award to the Booth & Dimock Library Book Cart Drill Team for their creativity in preparing their synchronized routine – a crowd favorite at the event. Winners were presented with plaques commemorating their accomplishment. The parade was one of the major highlights in the year-long celebration of Coventry's 300th Anniversary. To view a slide show of the parade, visit www.coventryct.org.

Follow up to Parade included thank you notes, paying of bills, final financial review with Finance Director & 300th Committee Chairman, meeting with Northern Nurseries sales rep re: pick up and spring delivery of Nathan Hale Mt. Laurels.

300th JUBILEE DAY OF PLAY:

Ms. Rubin met with Team Training NE to plan the triathlon event, scheduled for the morning of the 300th Jubilee, however due to low registrations the event was cancelled. Over the summer, staff coordinated the rest of the Jubilee events. Ms. Torcasio met with Sarah Taylor West, Senior Center Coordinator to plan the Pie Auction and confirmed participation with Ruth O'Neil at Song a Day Music for providing sound and performing a Hank Keane Tribute Concert. Ms. Torcasio also confirmed with Kim Piscatelli, face painter while Ms. Rubin coordinated with Noel Waite, Fire, Marshall and the Department of Public Works regarding the bonfire. Uncertain weather predictions made it difficult to call, and the Jubilee was held on Saturday, September 8th in the pouring rain. The pie auction, face painting, and the Mister G performance went on as planned. Attendance was low, and the rain did not let up, leading us to cancel the 2 concerts and the bonfire upon the conclusion of the Mister G performance. Staff later worked with *Eight Mile River Band* and Song a Day Music Center regarding rescheduling their performances for a later date.

300th ANNIVERSARY ARCHEOLOGICAL DIG:

Ms. Torcasio coordinated with Town Planner Eric Trott to make this exciting and unique event happen on Saturday, September 22nd across from the Town's Memorial Green. The first tour, at 10am, was completely filled with 30 registrants signed up, while the second tour group still had a few openings. Eric Trott, Town Planner attended the event and spoke during the presentation alongside Dr. Nick Bellantoni, State Archeologist. His photos were later uploaded to our Facebook page.



SCARECROW CONTEST:

To enhance community spirit and launch a new special event for the 300th year, staff planned the 300th Anniversary Scarecrow Contest. Research was done on other communities' contests, and Ms. Torcasio drafted rules and regulations for participating scarecrows, along with promotional posters and flyers. Divisions included: kids, family, business and community groups/organizations. Nine very creative scarecrows were installed on the Town Green from September 27th-30th. Voting began October 1st and went through October 10th, with announcements of winners being made at the Pumpkin Play Day at Patriots Park, scheduled for Saturday, October 13th. Winners included STEPS, Coventry Kids Center, and the Blouin Family.

MARKETING, SOCIAL MEDIA & BROCHURES



With the economy's impact on our program participation, we are focusing a more concerted effort towards marketing using a variety of social media outlets. Ms. Rubin and Ms. Torcasio participated in the Marketing Tele-series "Implementing Fun Recreation Marketing." We learned some great ways to increase awareness of our department, our activities and initiatives through constant contact, postcards, and word of mouth.

A Social Media 2013 Summer Blitz meeting was held with all staff to create an action plan to improve visibility and increase registrations. Among new initiatives, a brand new, fresh color logo was created by our very own Day Camp Counselor-In-Training, Meghan Boudreau, and new promotional materials were ordered including drawstring backpacks & pens, and new polo shirts for main staff. A new Pinterest page was created to provide recreation related resources to our families of Coventry and throughout the world-wide web!

Work also continued on this year's 3 program brochures with the help of The Chronicle. The 2012 fall brochure went out in September, the 2013 Winter/Spring went out in January, and the 2013 summer brochure went out in April. All brochures are directly mailed to all Coventry residents through the Storrs Post Office.

PROGRAMS

YOUTH AND ADULT PROGRAMS

Year-round adult fitness programs like *Yoga*, *Zumba®*, and *Tai Chi*, continued to please, with registrations coming in consistently. Ms. Torcasio continued to offer new programs throughout the year, for both youth and adults, with some running successfully, and others stalling in registrations.

Regional Recreation Group:

Ms. Torcasio convened a meeting of the regional recreation group to discuss planning for the upcoming summer camp season, in the winter. Professionals from East Haddam, Colchester, and Ellington joined us to share their camp programming and trip ideas.

The regional rec. group also joined forces with the *Connecticut Recreation & Parks Association* to help plan and promote this year's CRPA-sponsored *Camp College* event, to be held at Patriots Park here in Coventry. The day-long training will feature workshops on teambuilding, child safety, arts & crafts/sports, rainy-day activities and creating and maintaining a positive camp environment. Camp College was scheduled for Saturday, June 8th with over 250 attendees, 10 more than the prior year!



Trips:

Our usual trips that are historically popular ran successfully again this year, including *NYC On Your Own*, *Radio City Spectacular*, *Boston On Your Own*, and *Bronx Zoo*. The 2013 regional trip meeting was held on Tuesday, October 2nd with representatives from the Towns of Mansfield, Tolland, Ashford, Ellington, Willington and Windham. The entire 2013 season was planned and assigned, so that the work is shared.

December Vacation Program:

Registrations were monitored throughout the fall season, with additional e-blasts sent out to increase low registrations in early December. Unfortunately, only 6 kids were registered by the deadline, and the program was cancelled. Staff and those registered were notified. Staff have since discussed the aging program, and plans for next year to offer something different.

April Vacation Program:

This year's program was held at Patriots Park, utilizing the Community Center and park grounds for many summer camp-style games and activities with 22 registered for the full-day program, 1 in the half-day, and 10 in both before care and aftercare. Kids enjoyed games planned with this summer's theme calendar and events in mind, to get a sense of what summer camp is like.

SUMMER DAY CAMP



Summer Day Camp 2012:

Summer Camp ran very smoothly with Matthew Kyer, our new Camp Director, at the helm. His contribution has been amazing, and he was already looking forward to next summer at the end of the 2012 season! Campers had a great experience, participating daily in crafts, games, sports, swimming, canoeing, etc. Staff evaluations were held at the end of the 2nd week to allow time to make changes/improvements before the season's end. Supplies and t-shirts orders were on-going, and staff planned the final events including the Camp Luau and Camp Carnival. Registrations continued right up until the Friday before the last Camp week.

The season capped off with the Camp Carnival on Friday, August 17th, with moon bounces, inflatable slip 'n slides, popcorn, cotton candy, music and dancing, and other fun activities! At the end of camp, staff met on site to clean and organize all buildings and equipment, take inventory and ready the area for the Recreation Daze program which begins at the start of school. Consideration was given to restructuring the Camp management staff positions for 2013, and introducing some new and different activities, themes and trips.

Feedback thus far from parents and campers has been extremely positive. Parents were happy to see someone with Mr. Kyer's experience in the position of Director, and our other managers and counselors, as always, impressed with their conscientiousness and ability to keep the kids engaged throughout the days and weeks.

Camp Wangumbaug 2013:

Summer Camp planning began in January with Matt Kyer, Camp Director, Corey Boudreau, CIT Director and Kaitlyn Caldwell Mini's Director taking on the task of themes and activity planning. Ms. Torcasio booked field trips and put together the marketing efforts. Intent to Return paperwork was sent to all of last year's staff in January, applications for new hires were made available on January 28th and were due on March 28th.

One major change made to the program this year: it's name! *Camp Wangumbaug* was introduced via the brochure that was sent through the schools and on our website, Facebook page, and e-newsletter. Both the Camp & CIT Brochures were designed, printed, folded, sorted and sent out through the schools throughout the months of February & March with registration beginning on Monday, March 18th! Our first registration came in that day, and it was for all 8 weeks! Calls became more and more frequent with folks asking about the program, our director, and the daily activities & trips.



Camp planning kicked into high gear in the spring, with staff hiring, supply ordering and registrations dominating staff activities. Camp Director Matt Kyer reviewed all applications after the April 4th deadline, inviting 10 applicants in for interviews. Long-time employees Kristal Stewart and Dan Manzi were promoted to Arts & Crafts Coordinator & Sports & Archery Coordinator respectfully, and four new Camp Counselors were hired. Staff training began in May with a New Staff Orientation & Camp Staff Meeting. Additional meetings and trainings including the state-wide Camp College event, First Aid/CPR/AED Training and Camp Clean-up in June. In a process mirroring the Camp Staff hiring/training process, CIT Director Corey Boudreau also conducted CIT interviews & trainings during the months of May and June, accepting over 30 applicants for various weeks throughout the summer.

Much discussion this quarter amongst Camp management staff and Department staff surrounded safety. In light of recent events, we have imposed additional safety and security measures at *Camp Wangumbaug*, to ensure the safety of all participants, staff and parents. New this year, all staff will not only be wearing a Department-issued staff shirt, but they will also be required to wear a photo identification badge at all times while at Camp. In addition, we asked that all visitors/parents & guardians picking up early sign-in with Camp staff, and get a "Guest" ID badge. Thus far, the initiatives have been a welcomed addition at Camp, amongst both the parents and staff.

The Camp season officially kicked off on Monday June 24th, with the following enrollments: Full Day: 66, Mini: 7, and CIT: 17. Kids enjoyed a trip to Roger Williams Zoo, a "World Class Frisbee Show" performance, and a sand castle competition, just to name a few of the activities keeping kids engaged this summer!

RECREATION DAZE, AFTERSCHOOL PROGRAM:

Rec. Daze began on the first day of school and continued through the month of September with registrations continuing to come in for single days as well as monthly, and for early release days. Due to the high number of registrations, many coming in last minute, we added a third staff person to work Monday-Friday to accommodate those requests. We were able to serve 38 kids during the month of September, which is our highest single month numbers to date!

The program continued with an average of 30 kids registered for the program each month throughout the school year. The program remained open for extended hours on scheduled early release days, and all-day staff development days with an average of 12 kids taking advantage of that opportunity. With the weather finally beginning to warm up in the spring season, staff and kids began to enjoy the outdoors a bit more, utilizing the field for group games and the playscape for free play.

SPECIAL EVENTS:

Rockville Bank Foundation's Sunset Sounds 2012:

The concert series began with a bang, on Thursday, July 12th with *Eight to the Bar* performing. Staff estimated at least 250 people were in attendance. The second concert on July 19th featured a performance by *Orange Crush*, with approximately 300 people in attendance. The third concert presented *Skyline Drive* and was scheduled for July 26th, but was postponed until August 9th due to the threat of inclement weather. The last two performances, *Red Satin Band* on August 2nd and *Skyline Drive* on August 9th were held with comparable attendance to the first two concerts. Ms. Torcasio planned activities and served as our emcee at the summer concerts. All in all, the series was a success and our sponsor Rockville Bank Foundation's feedback was great! They're glad that the series seems to grow in attendance each year and we're glad to have their support!



Rockville Bank Foundation's Sunset Sounds 2013:

Funding was once again secured from the Rockville Bank Foundation for this year's summer concert series. Based on those performances seen at the Entertainment Showcase and feedback from the public, we began researching bands and planning themed activities for each concert beginning in late February. Plans for this year include theme concerts, with corresponding vendors &/or special guests. Once the schedule was set we began seeking sponsorships from local businesses. Bands were confirmed, including *Memphis Soul Spectacular* on July 11th, *Simply Swing* on July 18th, *Avenue Groove* on July 25th and *Eight Mile River Band* on August 1st.



Pumpkin Play Day:

September was dedicated to scheduling, planning and promotion of the Annual Pumpkin Play Day at Patriots Park. Ms. Torcasio confirmed with *Can Dance Studio & Song a Day Music* regarding their participation in the event. We also confirmed with the *STEPS Collaborative*, DPW, *The Sunlight Café*, *Botticello's Farms* (pumpkins), and *Best Bounce Around* (moon bounce). Staff were also confirmed to work the event and assigned stations. Flyers were sent out through the schools, signage was posted to the Town Green and Citgo gas station, among other social media promotion.

Pumpkin Play Day was held on Saturday, October 13th, from 12pm-3pm at Patriots Park. The estimated attendance was around 300 people total! Many more kids came in costume this year than in past years, which made the costume parade exceptional this year. *The Can Dance Studio* was a great collaborator at this year's event, offering a dance contest, a dance demo and running the costume parade! *Song A Day Music Center* also participated, performing "Halloween Carols" that the younger kids enjoyed. *Sue's Sunlight Café* was also on hand selling sandwiches, chips, desserts and beverages to hungry patrons, and a moon bounce, pumpkin carving/painting, face painting, cotton candy, arts & crafts, pumpkin-themed games and music & dancing were all included in the \$10 ticket price.

Tree Lighting:

This year's Tree Lighting event preparation began in October with *Santa Claus*, the *Board of Education*, *Coventry School Food Services*, *Capstone Photography*, *Coventry Department of Public Works* and the *High School Band and Chorus* instructors were all confirmed. DPW coordinated with *Tennant Tree Service* to put the lights onto the tree, and they went up during the week of November 13th. We also coordinated with staff to work the event, and help with set-up & clean-up, and ordered additional décor, and craft activities for after the ceremony.



The big event was held on Wednesday, December 5th at Town Hall, with activities held at the Captain Nathan Hale Middle School CNHS Middle School. Rec. Commission Chair, Jen Bynes assisted Liz Woolf with the emceeing this year, which was a great way to bring some attention to the Rec. Commission and more specifically, our Chair. Staff instituted a special event comment card at the event, which brought in a few responses, mostly positive. The only suggestion was to have a countdown/more formal lighting of the tree, which staff will ensure for next year, along with activities before the ceremony for those participating in before-ceremony pictures as well.

Ice Fishing Derby:

After much discussion with representatives from the DEEP, the Family Ice Fishing Class was cancelled due to low enrollment. We notified all registered participants and let them know of a class being held in Tolland (same day/time). The Derby was held on Saturday, January 26th at the Patriots Park Lodge and Coventry Lake. Members from DEEP provided ice fishing jigs and demos on and off the ice for those new to the sport. Parks & Recreation provided a free breakfast for those looking to get out of the cold for a bit. The event was a success with approximately 150 in attendance, and the feedback from those attendees was very positive and appreciative throughout the event.

Annual Father Daughter Dance:

Marketing efforts, including flyers and road-side signage were designed and released in January, with registration beginning as well. Event staff, DJ, photographer and facility were all confirmed, and an inventory of last year's materials was done. Since the event is consistently a success for the department we decided to invest a little in the program by offering games & arts & crafts for kids to do in addition to the dance, and photos.



Due to the major snow storm that pummeled the state on Friday, February 8th, the Dance was rescheduled to Friday, February 15th. As a result of the reschedule, we only had 3 pre-registered fathers need to cancel. Attendance was a little lower than in past years, most likely due to the rescheduling. We estimate having approximately 325 fathers and daughters in attendance. The event ran really smoothly with décor & set-up completed well ahead of

patrons' arrivals. Feedback was positive; the only suggestion we heard was that we should have coat racks, or at least a dedicated area for coats.

Town Wide Tag Sale:

New roadside signage, along with new logo patches were ordered, picked up and dropped off to all participating homes a few days before the event. We confirmed with *Dunkin' Donuts*, as our central location where tag-salers could pick up a free listing of sales, and grab a cup of coffee, which was a great addition to the program this year! Ads were placed in the *Journal Inquirer* and *The Reminder* on Tues., April 30th in preparation for the weekend. Staff also made improvements to the town street map that we provide along with the listing, by starring locations on the map where the sales are. The Tag Sale was held on Saturday, May 4th, with 33 homes/businesses participating, and the feedback from participants after the event was extremely positive. Folks loved the signage and the exposure that participating in our event brought to their sale.

IN CLOSING

Our nation's local parks and recreation are the gateways to healthy, prosperous and connected communities. On any given day, someone is being positively affected through parks and recreation – whether they are taking a walk on a trail or fitness class at the community center, getting a nutritious meal or just reaping the benefits of clean air and water because of preserved open space.

The National Recreation and Park Association have created 3 Pillars within which we operate. These are very much incorporated into our goals and have become a part of everything we do at Coventry Parks & Recreation. The following are the three Pillars:

Conservation—Parks are critical in the role of preserving natural resources that have real economic benefits for communities. Parks & Recreation Departments are leaders in protecting open space, connecting children to nature, and providing education and programming that helps our community engage in conservation practices.

Health and Wellness—Coventry Parks & Rec is an essential partner in combating some of the most complicated and expensive challenges our community and our country faces –poor nutrition, hunger, obesity, and physical inactivity.

Social Equity—Universal access to public parks and recreation are a right, not just a privilege. Every day we are working hard to ensure that all members of our community have access to the resources and programming we offer.

Coventry Parks and Recreation encourages all of our residents (families especially) to take a walk in the park, participate in our many programs, and take advantage of the facilities and services we offer to Get Out & Play as often as possible! For constant updates of Department activities and news, please visit our webpage at www.coventryrec.com, and our Facebook, Pinterest, YouTube, and Twitter pages.

BOOTH & DIMOCK MEMORIAL LIBRARY



ANNUAL REPORT

2012-2013

Providing More than Information
Celebrating 100 Years of Service
to Coventry

www.CoventryPL.org

**Booth & Dimock Memorial Library
Annual Report
July 2012-June 2013**



MISSION

The Booth & Dimock Memorial Library provides materials and services to help all residents of the community meet their informational, educational, and recreational needs. Fiction and nonfiction, selected quality reference sources, periodicals, non-print materials, and programming will all be used to help meet those needs. The Booth & Dimock Memorial Library will also provide access to other resources through interlibrary loan and on-line databases.

Amy Dexter, Co-Director
Kristi Sadowski, Co-Director & Head of Teen Services
Jennifer Needham, Head of Children's Services

1134 Main Street, Coventry, CT 06238
www.CoventryPL.org

Phone: 860-742-7606
E-Mail: BDLibrary@coventryct.org

HIGHLIGHTS



ALL ABOARD!

The All Aboard: A Library for Children of All Abilities project was a success! The families who attended the All Aboard Playgroup were enthusiastic and positive about their experiences. As a result, we have seen an increase of families with children with disabilities visit and use the library. The materials that we purchased for circulation (books, DVDs, audiobooks, etc.) and the technology purchased with grant funds (Touchscreen computer, iPad, interactive whiteboard) have been used with great success, and patrons have indicated to us how appreciative they are to have such materials available to them. We will continue our efforts to attract and serve families with children with disabilities by providing materials and inclusive programming that support their needs.



COVENTRY 300

Staff, Board Members and the CPS K-12 Media Specialist demonstrated that Librarians like to have fun too. Their Book Cart Drill Team received the Most Popular Award for their performance in the Coventry 300 Parade.



ANCESTRY.COM

Expanding the library's digital collection began with a subscription to Ancestry.com for all local genealogists.

Tutorial classes were offered in the Fall and a monthly Genealogy Club is now being hosted by Sandy Westbrook.



KILL-A-WATT

While Coventry launched its Solarize effort, the Library began lending Kill-a-Watt meters so that patrons can evaluate their own energy consumption. These two devices were donated by the Coventry Public Schools and have been extremely popular.



MYSTIC SEAPORT

A discount pass to the Mystic Seaport was added to the library's collection. Like other museum passes, this can be borrowed for three days and will provide an admittance discount for up to four people. This pass was donated in memory of Donald Scussel.

1913

1950

1989

2000

2013

THE FUTURE

LOOKING TO THE FUTURE

The majority of efforts during FY 2012-2013 were starting evaluations, initiatives and programs for the future of the Library. Some of these have already begun and others will slowly appear. Ranging from early literacy, to technological competencies and ease-of-access to information, the Library hopes these efforts will benefit all of Coventry.

IMPORTANT STATISTICS

Circulation of Materials	106,274
Reference Transactions	4,717
Library Visits	39,659
Registered Borrowers	7,959
New Registered Borrowers	376
Public Access Computer Half Hour Sessions	16,672
WiFi Uses	684
InterLibrary Loan Statistics	
Items Borrowed from other Libraries	2,748
Items Lent to Other Libraries	952
2012 Summer Reading	
<i>Adult Summer Reading</i>	
Registrants	20
Books Read	67
<i>Young Adult Summer Reading</i>	
Registrants	35
Books Read	288
<i>Children's Summer Reading</i>	
Registration	346
Collections	
Total Physical Collection	54,887
Adult Print Books	22,529
Teen Print Books	3,592
Children's Print Books	23,233
Audio Books, Music CDs	2,345
DVD's, VHS	2,714
Magazines, Newspaper Subscriptions	70
Video Games, Kits, Museum Passes and other Non-Traditional Materials	404
Databases	32
Digital Collection Holdings	6,613

WHAT WE DID WITH YOUR TAX DOLLARS, 2012-2013

REVENUE

\$379,983

Town Funds

\$15,833

Grants from State of Connecticut, Member Donations, Fines, Printing, Contributions

EXPENSES

\$273,632

Salaries, Benefits, Payroll Taxes

\$35,912

Materials

\$3,844

Programs

\$39,410

Utilities

\$20,660

Building and Grounds

\$4,675

Supplies

\$10,196

Computer/Equipment Maintenance

\$10,296

Administrative & Miscellaneous

Additional funds for specific projects were received from:

The Institute for Museum and Library Services

Coventry Lions Club

Association Membership

Annual Used Book Sale

Memorial Donations



Photo from Lego® Club

LIBRARY PROGRAMS & EVENTS

Adults & All Ages

Mystery Book Club
Wednesday Night Book Club
eBook Tutorial
Healthy Sleep
Ancestry.com Tutorial
Chocolate Truffles
Coupon Swap
Dynamic Forests
Couponing Beyond the Basics
Solarize Coventry Workshop
Christmas in the Village with
Storytelling

Teens

Gaming Club
Teen Advisory Board
Craft Club
Junior Advisory Board
*Medieval Siege
National Super Smash Tournament
Movie Nights & Afternoons
Glow in the Dark Bowling
*Zombification
Star Wars Marathon
Author Visit—Esther Friesner
Heroes and Villains Party
Steampunk Bracelets
Speed Booking
International Games Day
Self Portrait Collages
Hobbit Party
Survivor Scavenger Hunt
Minute to Win It
Celltography
Brain Hats

Children

Babygarten
Terrific Tuesday Storytimes
*All Aboard Playgroup
Fancy Nancy Soiree
*LEGO® Club
Movie Matinees
Glow Party
Rocket Sand Art
Starry Night Treasure Hunt
Pizza Party Summer Finale
Thanksgiving Craft
Cupcake Decorating
Valentine's Gift Boxes
Take Your Child to the Library Day
Aromatherapy
Danny Magic
Animal Embassy
Storyteller Tom Lee
Sunflower Growing Program

* Pictured Below



COMMUNITY INVOLVEMENT & OUTREACH

As part of the community, the Library is involved in community programs, partners with community organizations on specific projects, invites the community into the Library and encourages our patrons to interact with the larger community. Here are a few of the ways this was accomplished.

- Eleven visits were made to homebound patrons where staff brings library resources and materials to town residents who are unable to visit the Library.
- The Teen Advisory Board participated in a Penny Wars event with several other Teen Advisory Boards throughout Connecticut.
- Amy Dexter attended meetings of the STEPS Committee and several School Readiness Council meetings.
- Jennifer Needham hosted children from Coventry Early Education Center (CECC) and Coventry Public School (CPS) Kindergarten classes—providing them with a library tour and activities.
- Kristi Sadowski and Jennifer Needham attended Open Houses at the Coventry Public Schools. They also met frequently with the K-8 Media Specialist to coordinate efforts and end-of-year presentations on Summer Reading.
- Jennifer Needham was a guest reader at Coventry Grammar School's *Read Across America Day*
- Additional library hours were available during An Old Fashioned Christmas in the Village. Carolyn Stearns was available for storytelling and the Board provided cider and cookies to visitors. The Lions Club annual Festival of Trees was in the Library Community Room.
- The Coventry Garden Club and the Library co-sponsored *Dynamic Forests*, a program on Connecticut forests at the Library.
- Presentations were made to library patrons from the Connecticut Women's Hall of Fame and the Windham Hospital Sleep Center.



Coventry 300 Parade / Laura Diller applying face paint during a Valentines Craft Event.

STAFF MEMBERS AND DEVELOPMENT

Amy Dexter, M.L.S.

Co-Director

- Attended Meetings of the Easter Connecticut Director's Roundtable.
- Attended a Libratech workshop presented by the Connecticut State Library.

Kristi Sadowski, M.L.S.

Co-Director & Head of Teen Services

- Chair of the 2014 Teen Nutmeg Selection Committee and Co-Chair of the 2015 Nutmeg Steering Committee.
- Reviews young adult literature for the *Voice of Youth Advocates* (VOYA Magazine).
- Member of the Eastern Connecticut Young Adult Roundtable.
- Attended the Connecticut Library Association Annual Meeting, Book Expo America, Libratechs.
- Attended webinars and training on Advocacy, Graphic Novels, Youth-Led Technology, Makerspaces, and the Edge Initiative.

Jennifer Needham

Head of Children's Services

- Co-Chair's the North Eastern Children's Roundtable.
- Took a six week course through the American Library Association entitled *Children with Disabilities in the Library*.
- Attended a Libratech workshop presented by the Connecticut State Library.
- Attended the Connecticut Library Association Annual Meeting.
- Attended webinars and training on the Very Ready Reading Program and Tech on the Spectrum.

Barbara Hall

Head of Circulation / Library Assistant II

- Presented on a panel at the Connecticut Library Association CLASS Conference on paperless InterLibrary Loan.
- Attended the InterLibrary Loan Roundtable with ***Donna Murphy, Library Assistant II***.
- Attended workshops on assisting with genealogy research.