



**Commonwealth of Massachusetts  
Board of Library Commissioners**

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**MASSACHUSETTS  
SPECIAL LIBRARY STATISTICS  
REPORT**

**FY2005 Data  
(July 1, 2004-June 30, 2005)**

**Compiled: September 2005  
Distributed: October 2005**

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# Introduction

The *Massachusetts Special Libraries Statistics Report, FY2005* reports data submitted by 109 of 283 (38.5%) special libraries that were surveyed. The survey was distributed in June 2005 to special libraries that are current or former members of the Commonwealth's six regional library systems.

The data in this report is grouped by type of library. The seven categories are *For-Profit Corporation, Government Agency, Health/Hospital, Institutional, Law, Museum/Historical/Educational* and *Other Non-Profit*. The alphabetical index displays each libraries' classification.

The report consists of four summary data sections (Expenditures; Hours, Attendance, Reference and Staffing; Holdings and Circulation; and Other Services), and two detailed sections (Circulation and Holdings; and Hours, Attendance, Reference and Staffing).

This report provides information that may be used to describe special library services. Users will want to interpret this data in the context of the service roles adopted by the library and expressed in its mission statement.

The report reflects considerable time and effort expended by library directors and staff members who have responded to the agency's survey. Their work is greatly appreciated.

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*Massachusetts Special Library Statistics Report, FY2005 (July 1, 2004 - June 30, 2005)*  
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# **Massachusetts Special Library Statistics Report**

**FY2005**

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**2005 Special Libraries Report: Expenditures Summary**

**Averages by Type of Library**

Type of Library	Materials Expenditures	Salaries Expenditures
For Profit Corporation	69,000	32,751
Government Agency	57,935	391,001
Health/Hospital	43,179	58,231
Institutional	15,184	48,002
Law	96,260	143,877
Museum/Historical/Educational	151,210	602,064
Other Non-Profit	5,962	79,372
All Reporting Special Libraries	68,331	214,976

**Number of Reporting Libraries**

Type of Library	Materials Expenditures	Salaries Expenditures
For Profit Corporation	2	2
Government Agency	6	5
Health/Hospital	23	15
Institutional	5	6
Law	8	5
Museum/Historical/Educational	15	10
Other Non-Profit	9	5
All Reporting Special Libraries	68	48

**2005 Special Libraries Report:Hours, Attendance, Reference and Staffing Summary**

**Averages by Type of Library**

Type of Library	Annual Hours Open	Annual Visits	Annual Reference Transactions	Number of Staff	Staff with MLS degrees*
For Profit Corporation	1,814	N/A	N/A	2.3	0.9
Government Agency	2,153	6,725	3,063	8.1	3.3
Health/Hospital	1,829	14,832	2,069	2.4	1.2
Institutional	1,667	15,309	13,372	3.1	0.7
Law	2,008	13,809	4,238	2.6	1.4
Museum/Historical/Educational	1,481	1,421	1,848	5.9	2.4
Other Non-Profit	1,456	980	659	2.2	0.8
All Reporting Special Libraries	1,732	8,033	3,318	3.8	1.6

**Number of Reporting Libraries**

Type of Library	Annual Hours Open	Annual Visits	Annual Reference Transactions	Number of Staff	Staff with MLS degrees
For Profit Corporation	7	0	1	7	4
Government Agency	9	7	9	9	9
Health/Hospital	38	16	21	38	31
Institutional	7	6	7	7	5
Law	9	9	9	9	9
Museum/Historical/Educational	27	21	21	27	19
Other Non-Profit	12	8	6	12	8
All Reporting Special Libraries	109	67	74	109	85

\*Calculated using data from all libraries who reported total number of staff

**2005 Special Libraries Report: Holdings and Circulation Summary**

**Averages by Type of Library**

Type of Library	Holdings - Books	Holdings - Other	Circulation - All Formats
For Profit Corporation	3,440	444	1,623
Government Agency	105,078	110,903	62,177
Health/Hospital	2,070	1,232	560
Institutional	5,964	624	10,049
Law	28,158	7,953	1,952
Museum/Historical/ Educational	62,488	16,393	6,275
Other Non-Profit	28,559	1,547	2,334
All Reporting Special Libraries	31,810	15,069	9,755

**Number of Reporting Libraries**

Type of Library	Holdings	Circulation
For Profit Corporation	5	4
Government Agency	9	9
Health/Hospital	37	30
Institutional	7	5
Law	7	9
Museum/Historical/ Educational	27	8
Other Non-Profit	12	9
All Reporting Special Libraries	104	74

**2005 Special Libraries Report: Other Services Summary**

Number of Libraries Reporting the Following Services

Type of Library	Open to Public	Record Management/ Archives for Organization	Total Number Returning Survey
For Profit Corporation	1	4	7
Government Agency	8	3	9
Health/Hospital	28	11	38
Institutional	1	0	7
Law	8	1	9
Museum/Historical/Educational	25	18	27
Other Non-Profit	12	7	12
All Reporting Special Libraries	83	44	109



## 2005 Special Libraries Report: Circulation & Holdings

Institution/ Library	Region	Holdings: Books	Holdings: Other	Record Mgmt./ Archives	Circulation	Interlibrary Loans	
						To	From

### Library Type (For Profit Corporation)

Environmental Health and Engineering - EH and E Corporate Library	M	2,300	105	N	0		10
Gradient Corporation - Information Resource Center	M			Y	6,390		
Instrumentation Laboratory Company - Library	M			Y	N/A		60
MRA Laboratories, Inc. - RC Sprague Library	W	300	1,000	N	100		
OSRAM Sylvania, Inc. - Research and Development Library	N	9,200	110	Y	0	30	65
Shepley Bulfinch Richardson and Abbott - Library	B	4,700	0	Y	N/A		
Worcester Telegram and Gazette - News Library	C	700	1,003	N	0		

### Library Type (Government Agency)

Federal Reserve Bank of Boston - Research Library	B	70,000	6,000	N	1,200	200	475
Hanscom AFB - Library	M	22,325	3,420	N	54,268	10	352
Massachusetts Board of Library Commissioners - Professional and Reference Library	B	2,194	49	Y	448		
Perkins School for the Blind - Braille and Talking Book Library	M		73,971	Y	496,809	11	1,126
State Library of Massachusetts - Library	B	793,039	621,095	N	309	342	161
Toxics Use Reduction Institute - Library	N	1,141	7,674	N	50		
U.S. Environmental Protection Agency - EPA New England Library	B	22,000	250,340	N	892	127	303
US Army Corps of Eng., New England District - Civil and Legal Library	M	5,000	15,010	N	5,000	500	40
Volpe National Transportation Systems Center - Technical Reference Center	M	30,000	20,565	Y	614	333	539

### Library Type (Health/Hospital)

Anna Jaques Hospital - Rogers Medical Library	N	650	73	N	223	483	336
Austen Fox Riggs - Library	W	10,000	50	Y	620	234	140

## 2005 Special Libraries Report: Circulation & Holdings

Institution/ Library	Region	Holdings: Books	Holdings: Other	Record Mgmt./ Archives	Circulation	Interlibrary Loans	
						To	From
Baystate Medical Center - Health Sciences Library	W	9,851	594	N	N/A	1,180	1,606
Berkshire Medical Center - Library	W	1,854	25	Y	157	862	1,031
Beverly Hospital - Library	N	1,000	25	N	81	926	290
Brigham and Women's Hospital - Medical Library	B	975	350	Y	0	150	2,000
Brigham and Women's Hospital Bretholz Center - Kessler Health Education Library	B	1,200	353	N	660	2	42
Caritas Norwood Hospital - Youngdahl Memorial Library	M	2,000	2,090	N	32	869	301
Cape Cod Hospital - Frazier-Grant Medical Library	S	1,598	7,303	N	517	894	960
Charlton Memorial Hospital - Ida S. Charlton Medical Library	S	200	55	N	N/A		
Emerson Hospital - Medical Library and Lund Community Health Lib	M	1,600	75	N	25	106	321
Falmouth Hospital - Library	S	400	102	N	0	187	246
Greater Boston Center for Healthy Communities - Resource Library	B	3,600	1,818	Y	800	25	12
Heywood Hospital - Health Sciences Library	C	500	120	N	N/A	20	200
Lemuel Shattuck Hospital - Medical Library	B	500	0	Y	0	400	500
Lowell General Hospital - Health Science Library	N		1,130	Y	1,889	227	364
Massachusetts General Hospital - Treadwell Library	B	15,198	1,164	N	6,292	800	6,000
Massachusetts Hospital School - Medical Library	S	102	0	N	N/A	10	188
McLean Hospital - Mental Health Sciences Library	M	9,500	10,266	N	1,560	560	690
Mercy Medical Center - Gilman Health Sciences Library	W	800	500	N	150	150	285
Milford Regional Medical Center - Medical Library	C	364	238	Y	100	92	66
Morton Hospital & Medical Ctr. - Medical Library	S	500	0	N	0	60	500
New England Sinai Hospital - Medical Library	S			N	0		

## 2005 Special Libraries Report: Circulation & Holdings

Institution/ Library	Region	Holdings: Books	Holdings: Other	Record Mgmt./ Archives	Circulation	Interlibrary Loans	
						To	From
Newton-Wellesley Hospital - Babson Memorial Medical Library	M	2,496	200	Y	195	689	498
Regional Center for Healthy Communities - Resource Library	M	58	59	N	1,292		
Rehab. Hospital of the Cape & Islands - Medical Library	S	544	97	N	49	9	111
Saints Memorial Medical Center - Health Sciences Library	N	800	2	N	376		
Silent Spring Institute - Silent Spring Information Center	M	152	8,124	Y	0		220
South Shore Hospital - Medical Library	S	1,200	446	N	N/A	377	1,000
Spaulding Rehabilitation Hospital - Medical Library	B	1,750	1,689	N	N/A	335	1,083
St. Luke's Hospital - Health Sciences Library	S	1,800	630	Y	N/A	1,273	1,094
St. Vincent Hospital / Worcester Medical Center - Dumphy Memorial Library	C	1,500	5,150	Y	N/A	834	687
State Laboratory Institute Medical Center - Library	B	550	50	N	100	430	360
Tobey Hospital - Stillman Library	S	500	60	N	N/A	41	150
UMass Memorial Health Alliance Hospitals - Medical Library	C	450	0	N	0	150	410
UMass Memorial Health Care-Marlboro Hospital - Wilfred T. Hood Medical Library	C	400	200	N	N/A		
Western Massachusetts Ctr. for Healthy Comm. - Library	W	1,775	2,501	N	1,675		
Whidden Memorial Hospital - Medical Library	N	219	28	N	0	1	98
<b>Library Type (Institutional)</b>							
Barnstable County Corr. Facility - Library	S	1,875	1	N	4,100		
DOC - Bay State Correctional Center - Library	S	5,662	1,173	N	6,974	27	623
DOC - North Central Correctional Center - Library	C	7,827	360	N	7,734		
M.C.I. Norfolk - Library	S	8,521	85	N	0	36	482
MCI-Framingham - Library	M	7,932	115	N	12,008		99

## 2005 Special Libraries Report: Circulation & Holdings

Institution/ Library	Region	Holdings: Books	Holdings: Other	Record Mgmt./ Archives	Circulation	Interlibrary Loans	
						To	From
Massachusetts Treatment Center - Library	S	8,732	2,126	N	19,427		845
Norfolk County Sheriff's Office - Library	M	1,200	510	N	0		5
<b>Library Type (Law)</b>							
Massachusetts Trial Court - Barnstable - Law Library	S			Y	3,108	57	62
Massachusetts Trial Court - Bristol - Law Library	S		36,000	N	N/A	70	60
Massachusetts Trial Court - Essex - Law Library	N	43,302	1,142	N	2,277	44	34
Massachusetts Trial Court - Fall River - Law Library	S		124	N	1,034	60	20
Massachusetts Trial Court - Hampden - Law Library	W	40,489	15,139	N	4,668	202	156
Massachusetts Trial Court - New Bedford - Law Library	S	21,167	2,801	N	1,302	26	43
Massachusetts Trial Court - Plymouth - Law Library	S			N	1,329	53	59
Massachusetts Trial Court - Worcester - Law Library	C	89,000	300	N	2,850	95	84
Mirick O'Connell Demallie & Lougee - Law Library	C	3,150	166	N	1,000	30	315
<b>Library Type (Museum/Historical/Educational)</b>							
American Antiquarian Society - Library	C	709,000	374	Y	18,258	36	3
American Textile History Museum - Osborne Library	N	32,000	94	Y	0		
Amnesty International-Northeast Regional Office - Library	M	1,000	2,700	N	0		
The Beverly Historical Society and Museum - Charles W. Galloupe Sr. Memorial Library	N	5,000	280	Y	0		
Boston Athenaeum - Library	B	550,000	200	N	18,000	502	570
The Bostonian Society - Library and Special Collections	B	7,250	35,000	Y	0		1
Cape Ann Historical Association - Library	N	3,781	12,159	N	0		
Connecticut Valley Historical Museum - Genealogy and Local History Library	W	30,000	250	Y	0		

## 2005 Special Libraries Report: Circulation & Holdings

Institution/ Library	Region	Holdings: Books	Holdings: Other	Record Mgmt./ Archives	Circulation	Interlibrary Loans	
						To	From
Discover Westfield Children's Museum - Library	W	260	56	N	0		
Franklin Park Zoo - Library	B	1,100	125	Y	0		1
Hamilton Historical Society - Library	N	279	72	Y	147		
Marine Biological Laboratory - MBL/WHOI Library	S	37,982	168,061	Y	10,587	5,982	2,814
Mass Center for Career and Technical Education - Library	M	4,184	768	N	367		
Massachusetts Horticultural Society - Library	M	25,000	45,145	Y	300	10	5
Nantucket Historical Association - Research Library	S	6,000	686	N	0		25
Needham Historical Society - Needham Historical Society Library	M	1,200	15	Y	0		
Newton History Museum - Library	M	1,000	430	Y	0		
Norman Rockwell Museum - Reference Center	W	1,011	621	Y	0		4
North Andover Historical Society - Archives	N	650	35	Y	0		
Old Sturbridge Village - Old Sturbridge Village Research Library	C	33,400	384	Y	700		
Perkins School for the Blind - Samuel P. Hayes Research Library	M	9,159	26,573	Y	0		1
Primary Source - Library	M	3,800	680	N	1,840		
Stephen Phillips Trust House - Stephen Phillips Archives	N	3,130	30	Y	0		
Sterling and Francine Clark Art Institute - Library	W	160,000	43,680	N	0	535	830
Thoreau Institute at Walden Woods - Henley Library	M	8,000	60,200	N	0		
Worcester Art Museum - Library	C	47,000	44,000	Y	0	293	122
Worcester Historical Museum - Research Library	C	6,000	0	Y	0		
<b>Library Type (Other Non-Profit)</b>							
American Congregational Association - Congregational Library	B	225,000	0	Y	420		
Boston Symphony Orchestra - Archives	B	300	15,000	Y	0		

## 2005 Special Libraries Report: Circulation & Holdings

Institution/ Library	Region	Holdings: Books	Holdings: Other	Record Mgmt./ Archives	Circulation	Interlibrary Loans	
						To	From
The French Library and Cultural Center - The French Library	B	22,500	2,125	N	12,618		10
Healing Partners of Jewish Family Services - Healing Partners Resource Library	M	225	31	N	17	2	
James Library and Center for the Arts - Library	S	20,000	50	Y	2,600		
Massachusetts Municipal Wholesale Electric Co - Records Management and Reference Library	W	400	10	Y	5		
National Fire Protection Assn. - Charles S. Morgan Technical Library	S	11,545	586	Y	0	15	2
New England Foursquare Bible Institute - Emmaus Library	C	2,953	109	N	175		
Salem Athenaeum - Salem Athenaeum	N	49,000	0	Y	N/A		
Temple Beth Am - Levine Library	M	3,569	148	N	675		
Temple Emanuel - Rabbi Marshall R. Lifson Library	M	7,100	500	Y	4,500		
Western Mass. Funding Resource Center - Library	W	120	2	N	0		

## 2005 Special Libraries Report: Hours Open, Attendance, Reference and Staffing

Institution/Library	Region	Annual Hours Open	Annual Visits	Open to Public	Ref.Trans.	No. of Staff	Staff with MLS	Mats. Exps.	Salaries Exps.
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### Library Type (For Profit Corporation)

Environmental Health and Engineering - EH and E Corporate Library	M	400		N	11	1	1	18,000	17,500
Gradient Corporation - Information Resource Center	M	2,860		N		4	2		
Instrumentation Laboratory Company - Library	M	338		N		1	0		
MRA Laboratories, Inc. - RC Sprague Library	W	780		N		1	0		
OSRAM Sylvania, Inc. - Research and Development Library	N	2,080		N		1	0	120,000	48,000
Shepley Bulfinch Richardson and Abbott - Library	B	1,560		Y		4	2		
Worcester Telegram and Gazette - News Library	C	4,680		N		4	1		

### Library Type (Government Agency)

Federal Reserve Bank of Boston - Research Library	B	1,875	200	Y	2,800	11	4		
Hanscom AFB - Library	M	2,832	35,237	Y	2,492	5	1		
Massachusetts Board of Library Commissioners - Professional and Reference Library	B	1,950		N	675	1	1	19,000	55,000
Perkins School for the Blind - Braille and Talking Book Library	M	2,125	1,500	Y	1,744	27	6	1,688	879,528
State Library of Massachusetts - Library	B	1,976		Y	7,997	18	12	207,922	836,479
Toxics Use Reduction Institute - Library	N	2,080	1,040	Y	750	2	1	24,000	64,000
U.S. Environmental Protection Agency - EPA New England Library	B	1,538	2,243	Y	5,554	2	1	85,000	
US Army Corps of Eng., New England District - Civil and Legal Library	M	3,000	4,500	Y	4,500	3	1	10,000	120,000
Volpe National Transportation Systems Center - Technical Reference Center	M	2,000	2,354	Y	1,055	4	3		

### Library Type (Health/Hospital)

Anna Jaques Hospital - Rogers Medical Library	N	1,719	1,232	Y	724	2	1	36,675	40,683
Austen Fox Riggs - Library	W	1,880	1,250	Y	267	1	1	40,695	

## 2005 Special Libraries Report: Hours Open, Attendance, Reference and Staffing

Institution/Library	Region	Annual Hours Open	Annual Visits	Open to Public	Ref.Trans.	No. of Staff	Staff with MLS	Mats. Exps.	Salaries Exps.
Baystate Medical Center - Health Sciences Library	W	3,040	81,175	Y		12	4		
Berkshire Medical Center - Library	W	2,080		Y		3	1	126,000	74,000
Beverly Hospital - Library	N	1,960	2,899	Y		1	1	74,500	
Brigham and Women's Hospital - Medical Library	B	2,080		N	250	2	1		
Brigham and Women's Hospital Bretholz Center - Kessler Health Education Library	B	1,000	15,000	Y	1,200	2	1		
Caritas Norwood Hospital - Youngdahl Memorial Library	M	1,800		Y	255	1	1	69,585	53,000
Cape Cod Hospital - Frazier-Grant Medical Library	S	2,208	11,681	Y	932	4	2	44,957	133,642
Charlton Memorial Hospital - Ida S. Charlton Medical Library	S	1,100		Y		1	1	25,500	28,000
Emerson Hospital - Medical Library and Lund Community Health Lib	M	2,080		Y	1,560	1	1	27,557	
Falmouth Hospital - Library	S	2,080		Y		1	0	25,000	
Greater Boston Center for Healthy Communities - Resource Library	B	2,080	1,600	Y	800	1	0	6,000	27,000
Heywood Hospital - Health Sciences Library	C	1,600		Y	159	1	0		
Lemuel Shattuck Hospital - Medical Library	B	2,080		Y		2	1	47,000	
Lowell General Hospital - Health Science Library	N	2,106		Y	3,091	2	1		
Massachusetts General Hospital - Treadwell Library	B	3,692	64,000	N	18,724	21	9		
Massachusetts Hospital School - Medical Library	S	1,040		N	400	1	0		
McLean Hospital - Mental Health Sciences Library	M	2,125		Y	4,000	3	2	82,500	105,100
Mercy Medical Center - Gilman Health Sciences Library	W	2,000	1,400	Y	2,000	1	1	70,000	50,000
Milford Regional Medical Center - Medical Library	C	1,920	6,000	Y	1,825	1	1	44,352	50,274
Morton Hospital & Medical Ctr. - Medical Library	S	1,560		Y		1	1	20,000	45,000
New England Sinai Hospital - Medical Library	S	208		N		0	0	12,000	



## 2005 Special Libraries Report: Hours Open, Attendance, Reference and Staffing

Institution/Library	Region	Annual Hours Open	Annual Visits	Open to Public	Ref.Trans.	No. of Staff	Staff with MLS	Mats. Exps.	Salaries Exps.
Newton-Wellesley Hospital - Babson Memorial Medical Library	M	2,210	25,634	Y		3	1	78,738	108,431
Regional Center for Healthy Communities - Resource Library	M	2,032	405	Y	50	2	1	13,421	
Rehab. Hospital of the Cape & Islands - Medical Library	S	2,208		Y		1	1	9,660	6,336
Saints Memorial Medical Center - Health Sciences Library	N	2,080		Y	282	1	1		
Silent Spring Institute - Silent Spring Information Center	M	780		N	50	1	0		
South Shore Hospital - Medical Library	S	2,080		N		2	1		
Spaulding Rehabilitation Hospital - Medical Library	B	2,080		N	5,292	2	1	38,000	
St. Luke's Hospital - Health Sciences Library	S	2,574	20,000	Y	800	2	1	86,000	93,000
St. Vincent Hospital / Worcester Medical Center - Dumphy Memorial Library	C	2,470		Y		2	1		
State Laboratory Institute Medical Center - Library	B	1,664		Y		1	1		34,000
Tobey Hospital - Stillman Library	S	1,000		Y		1	0	13,000	25,000
UMass Memorial Health Alliance Hospitals - Medical Library	C	1,664	3,160	Y	783	1	1		
UMass Memorial Health Care-Marlboro Hospital - Wilfred T. Hood Medical Library	C	52		N		1	1		
Western Massachusetts Ctr. for Healthy Comm. - Library	W	2,000	800	N		4	2	1,977	
Whidden Memorial Hospital - Medical Library	N	1,152	1,082	N		1	1		
<b>Library Type (Institutional)</b>									
Barnstable County Corr. Facility - Library	S	2,080		N	50	1	1	2,800	40,000
DOC - Bay State Correctional Center - Library	S	1,326	9,327	Y	57,420	6	1	23,500	52,000
DOC - North Central Correctional Center - Library	C	1,966	27,240	N	4,032	10	1		38,011
M.C.I. Norfolk - Library	S	1,800	21,600	N	14,400	1	1	10,000	52,000
MCI-Framingham - Library	M	1,378	9,838	N	7,080	1	0	34,622	51,000
Massachusetts Treatment Center - Library	S	1,042	15,847	N	8,723	2	1	5,000	

## 2005 Special Libraries Report: Hours Open, Attendance, Reference and Staffing

Institution/Library	Region	Annual Hours Open	Annual Visits	Open to Public	Ref.Trans.	No. of Staff	Staff with MLS	Mats. Exps.	Salaries Exps.
Norfolk County Sheriff's Office - Library	M	2,080	8,000	N	1,900	1	0		55,000
<b>Library Type (Law)</b>									
Massachusetts Trial Court - Barnstable - Law Library	S	1,950	16,368	Y	4,508	2	1	101,317	161,899
Massachusetts Trial Court - Bristol - Law Library	S	2,400	1,500	Y	1,000	2	2	68,000	
Massachusetts Trial Court - Essex - Law Library	N	1,992	11,203	Y	3,708	3	2	92,000	124,904
Massachusetts Trial Court - Fall River - Law Library	S	1,852	9,317	Y	1,499	2	1	70,290	
Massachusetts Trial Court - Hampden - Law Library	W	1,950	33,288	Y	13,139	3	2	147,543	
Massachusetts Trial Court - New Bedford - Law Library	S	1,868	7,695	Y	1,920	2	1	70,309	104,604
Massachusetts Trial Court - Plymouth - Law Library	S	1,992	2,973	Y	1,282	2	1	73,622	115,978
Massachusetts Trial Court - Worcester - Law Library	C	1,984	36,539	Y	8,683	5	2	147,000	212,000
Mirick O'Connell Demallie & Lougee - Law Library	C	2,080	5,400	N	2,400	2	1		
<b>Library Type (Museum/Historical/Educational)</b>									
American Antiquarian Society - Library	C	2,236	4,168	Y	1,508	36	22	355,000	2,053,000
American Textile History Museum - Osborne Library	N	1,664	145	Y	640	3	3	12,300	98,000
Amnesty International-Northeast Regional Office - Library	M	1,820	100	Y		1	0		
The Beverly Historical Society and Museum - Charles W. Galloupe Sr. Memorial Library	N	1,664	200	Y	500	4	1	2,500	70,000
Boston Athenaeum - Library	B	2,500		Y	2,255	53	10	656,677	2,556,289
The Bostonian Society - Library and Special Collections	B	1,820	225	Y	2,500	3	2		
Cape Ann Historical Association - Library	N	475	700	Y	1,200	2	0	1,550	
Connecticut Valley Historical Museum - Genealogy and Local History Library	W	824	2,100	Y	14,500	3	1		
Discover Westfield Children's Museum - Library	W	1,326		Y		1	0		

## 2005 Special Libraries Report: Hours Open, Attendance, Reference and Staffing

Institution/Library	Region	Annual Hours Open	Annual Visits	Open to Public	Ref.Trans.	No. of Staff	Staff with MLS	Mats. Exps.	Salaries Exps.
Franklin Park Zoo - Library	B	2,000		N		1	1	2,000	
Hamilton Historical Society - Library	N	146	122	Y	247	1	1		
Marine Biological Laboratory - MBL/WHOI Library	S	2,241		Y		17	8	944,380	705,349
Mass Center for Career and Technical Education - Library	M	1,950	243	Y		2	1	4,000	60,000
Massachusetts Horticultural Society - Library	M	1,250	1,000	Y	900	1	1		
Nantucket Historical Association - Research Library	S	1,300	900	Y	2,001	3	1		
Needham Historical Society - Needham Historical Society Library	M	520		Y		1	0	2,000	2,000
Newton History Museum - Library	M	1,250	200	Y	300	1	1		
Norman Rockwell Museum - Reference Center	W	550	400	Y	1,375	1	0	402	0
North Andover Historical Society - Archives	N	1,785	117	Y	487	2	0		
Old Sturbridge Village - Old Sturbridge Village Research Library	C	624	440	N	1,500	1	0	10,000	6,000
Perkins School for the Blind - Samuel P. Hayes Research Library	M	1,984	350	Y	1,800	2	1	16,000	
Primary Source - Library	M	2,080		Y	650	2	2	9,747	
Stephen Phillips Trust House - Stephen Phillips Archives	N	1,700	10	Y	25	1	0	418	
Sterling and Francine Clark Art Institute - Library	W	1,820	14,112	Y	2,254	12	4	251,175	470,000
Thoreau Institute at Walden Woods - Henley Library	M	1,400	400	Y	250	1	1		
Worcester Art Museum - Library	C	1,240	3,200	Y	1,550	3	2		
Worcester Historical Museum - Research Library	C	1,820	704	Y	2,367	2	1		
<b>Library Type (Other)</b>									
American Congregational Association - Congregational Library	B	2,000	755	Y	780	6	2	12,000	260,000
Boston Symphony Orchestra - Archives	B	1,560	30	Y	500	2	1	7,000	80,000
The French Library and Cultural Center - The French Library	B	2,600		Y		2	2		

## 2005 Special Libraries Report: Hours Open, Attendance, Reference and Staffing

Institution/Library	Region	Annual Hours Open	Annual Visits	Open to Public	Ref.Trans.	No. of Staff	Staff with MLS	Mats. Exps.	Salaries Exps.
Healing Partners of Jewish Family Services - Healing Partners Resource Library	M	1,500	25	Y	30	1	0	200	
James Library and Center for the Arts - Library	S	1,240		Y		3	1		
Massachusetts Municipal Wholesale Electric Co - Records Management and Reference Library	W	2,080	7	Y		2	0		
National Fire Protection Assn. - Charles S. Morgan Technical Library	S	2,125	530	Y	2,240	3	1	12,000	
New England Foursquare Bible Institute - Emmaus Library	C	400		Y		2	1	6,631	11,860
Salem Athenaeum - Salem Athenaeum	N	1,040		Y		2	1	6,500	25,000
Temple Beth Am - Levine Library	M	96	2,475	Y	5	1	0	1,331	
Temple Emanuel - Rabbi Marshall R. Lifson Library	M	1,040	3,500	Y	400	1	1	7,000	20,000
Western Mass. Funding Resource Center - Library	W	1,800	520	Y		1	0	1,000	

## Appendix A

### Definitions for Data in the Special Library Statistics Report, FY2005

Column Heading	Definition
Region	Regional Library System of which the library is a current or former member. B=Boston, C=Central, M=Metrowest, N=Northeast, S=Southeastern, W=Western
Holdings: Books	Number of non-periodical printed publications bound in hard or soft covers, or in loose leaf format.
Holdings: Other	Number of print serials, curricular materials, video and audio cassettes, materials in electronic format, electronic database and journal subscriptions.
Records Mgmt./Archives	Does the library provide a records management and/or archives function for the organization?
Circulation	The total annual circulation of all types of library materials in all formats. Note, includes data from some libraries that reported for calendar year 2004 or for a fiscal year other than 7/1/04-6/30/05.
Interlibrary Loans Provided To	These are library materials, or copies of materials, provided to the library from another library upon request.
Interlibrary Loans Received From	These are library materials, or copies of materials, received by the library from another library upon request.
Annual Hours Open	Sum of hours the library was open and staffed during the year. May be staffed by paid and/or volunteer personnel.
Annual Visits	The number of persons entering the library for whatever purpose during the year.
Open to Public	Was the library open to the public during the year?
Ref. Trans.	Reference Transaction - An information contact which involves the knowledge, use, recommendations, interpretation or instruction in the use of one or more information sources by a member of the library staff.
No. of Staff	Head count of the number of paid library staff (excludes volunteers) as of 6/30/05.
Staff with MLS	The number of paid staff who have earned an ALA accredited Masters degree as of 6/30/05.
Mats. Exps.	The sum of operating expenditures from the library's budget for library materials including print, non-print, and electronic resources.
Salaries Exps.	The sum of salary and wages expended from the library's budget for all library staff including plant operations, security and maintenance staff.

## 2005 Special Libraries Report: Index

Institution/Library	Library Type	Page Number
American Antiquarian Society	Museum/historical/educational library	8, 14
American Congregational Association	Other non-profit	9, 15
American Textile History Museum	Museum/historical/educational library	8, 14
Amnesty International--Northeast Regional Office	Museum/historical/educational library	8, 14
Anna Jaques Hospital	Health/hospital library	5, 11
Austen Fox Riggs	Health/hospital library	5, 11
Barnstable County Corr. Facility	Correctional/institutional library	7, 13
Baystate Medical Center	Health/hospital library	6, 12
Berkshire Medical Center	Health/hospital library	6, 12
The Beverly Historical Society and Museum	Museum/historical/educational library	9, 14
Beverly Hospital	Health/hospital library	6, 12
Boston Athenaeum	Museum/historical/educational library	8, 14
Boston Symphony Orchestra	Other non-profit	9, 15
The Bostonian Society	Museum/historical/educational library	9, 14
Brigham and Women's Hospital	Health/hospital library	6, 12
Brigham and Women's Hospital Bretholz Center	Health/hospital library	6, 12
Caritas Norwood Hospital	Health/hospital library	6, 12
Cape Ann Historical Association	Museum/historical/educational library	8, 14
Cape Cod Hospital	Health/hospital library	6, 12
Charlton Memorial Hospital	Health/hospital library	6, 12
Connecticut Valley Historical Museum	Museum/historical/educational library	8, 14
DOC - Bay State Correctional Center	Correctional/institutional library	7, 13
DOC - North Central Correctional Center	Correctional/institutional library	7, 13
Discover Westfield Children's Museum	Museum/historical/educational library	9, 14
Emerson Hospital	Health/hospital library	6, 12
Environmental Health and Engineering	For profit corporation library	5, 11
Falmouth Hospital	Health/hospital library	6, 12
Federal Reserve Bank of Boston	Government agency library	5, 11
Franklin Park Zoo	Museum/historical/educational library	9, 15

## 2005 Special Libraries Report: Index

Institution/Library	Library Type	Page Number
The French Library and Cultural Center	Other non-profit	10, 15
Gradient Corporation	For profit corporation library	5, 11
Greater Boston Center for Healthy Communities	Health/hospital library	6, 12
Hamilton Historical Society	Museum/historical/educational library	9, 15
Hanscom AFB	Government agency library	5, 11
Healing Partners of Jewish Family Services	Other non-profit	10, 16
Heywood Hospital	Health/hospital library	6, 12
Instrumentation Laboratory Company	For profit corporation library	5, 11
James Library and Center for the Arts	Other non-profit	10, 16
Lemuel Shattuck Hospital	Health/hospital library	6, 12
Lowell General Hospital	Health/hospital library	6, 12
M.C.I. Norfolk	Correctional/institutional library	7, 13
MCI-Framingham	Correctional/institutional library	7, 13
MRA Laboratories, Inc.	For profit corporation library	5, 11
Marine Biological Laboratory	Museum/historical/educational library	9, 15
Mass Center for Career and Technical Educatio	Museum/historical/educational library	9, 15
Massachusetts Board of Library Commissioners	Government agency library	5, 11
Massachusetts General Hospital	Health/hospital library	6, 12
Massachusetts Horticultural Society	Museum/historical/educational library	9, 15
Massachusetts Hospital School	Health/hospital library	6, 12
Massachusetts Municipal Wholesale Electric Co	Other non-profit	10, 16
Massachusetts Treatment Center	Correctional/institutional library	8, 13
Massachusetts Trial Court - Barnstable	Law library	8, 14
Massachusetts Trial Court - Bristol	Law library	8, 14
Massachusetts Trial Court - Essex	Law library	8, 14
Massachusetts Trial Court - Fall River	Law library	8, 14
Massachusetts Trial Court - Hampden	Law library	8, 14
Massachusetts Trial Court - New Bedford	Law library	8, 14
Massachusetts Trial Court - Plymouth	Law library	8, 14

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Institution/Library	Library Type	Page Number
Massachusetts Trial Court - Worcester	Law library	8, 14
McLean Hospital	Health/hospital library	6, 12
Mercy Medical Center	Health/hospital library	6, 12
Milford Regional Medical Center	Health/hospital library	6, 12
Mirick O'Connell Demallie & Lougee	Law library	8, 14
Morton Hospital & Medical Ctr.	Health/hospital library	6, 12
Nantucket Historical Association	Museum/historical/educational library	9, 15
National Fire Protection Assn.	Other non-profit	10, 16
Needham Historical Society	Museum/historical/educational library	9, 15
New England Foursquare Bible Institute	Other non-profit	10, 16
New England Sinai Hospital	Health/hospital library	6, 12
Newton History Museum	Museum/historical/educational library	9, 15
Newton-Wellesley Hospital	Health/hospital library	7, 13
Norfolk County Sheriff's Office	Correctional/institutional library	8, 14
Norman Rockwell Museum	Museum/historical/educational library	9, 15
North Andover Historical Society	Museum/historical/educational library	9, 15
OSRAM Sylvania, Inc.	For profit corporation library	5, 11
Old Sturbridge Village	Museum/historical/educational library	9, 15
Perkins School for the Blind - Braille & Talking Book	Government agency library	5, 11
Perkins School for the Blind - Hayes	Museum/historical/educational library	9, 15
Primary Source	Museum/historical/educational library	9, 15
Regional Center for Healthy Communities	Health/hospital library	7, 13
Rehab. Hospital of the Cape & Islands	Health/hospital library	7, 13
Saints Memorial Medical Center	Health/hospital library	7, 13
Salem Athenaeum	Other non-profit	10, 16
Shepley Bulfinch Richardson and Abbott	For profit corporation library	5, 11
Silent Spring Institute	Health/hospital library	7, 13
South Shore Hospital	Health/hospital library	7, 13
Spaulding Rehabilitation Hospital	Health/hospital library	7, 13



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Institution/Library	Library Type	Page Number
St. Luke's Hospital	Health/hospital library	7, 13
St. Vincent Hospital / Worcester Medical Center	Health/hospital library	7, 13
State Laboratory Institute Medical Center	Health/hospital library	7, 13
State Library of Massachusetts	Government agency library	5, 11
Stephen Phillips Trust House	Museum/historical/educational library	9, 15
Sterling and Francine Clark Art Institute	Museum/historical/educational library	9, 15
Temple Beth Am	Other non-profit	10, 16
Temple Emanuel	Other non-profit	10, 16
Thoreau Institute at Walden Woods	Museum/historical/educational library	9, 15
Tobey Hospital	Health/hospital library	7, 13
Toxics Use Reduction Institute	Government agency library	5, 11
U.S. Environmental Protection Agency	Government agency library	5, 11
UMass Memorial Health Alliance Hospitals	Health/hospital library	7, 13
UMass Memorial Health Care-Marlboro Hospital	Health/hospital library	7, 13
US Army Corps of Eng., New England District	Government agency library	5, 11
Volpe National Transportation Systems Center	Government agency library	5, 11
Western Mass. Funding Resource Center	Other non-profit	10, 16
Western Massachusetts Ctr. for Healthy Comm.	Health/hospital library	7, 13
Whidden Memorial Hospital	Health/hospital library	7, 13
Worcester Art Museum	Museum/historical/educational library	9, 15
Worcester Historical Museum	Museum/historical/educational library	9, 15
Worcester Telegram and Gazette	For profit corporation library	5, 11



## Massachusetts Public Library Data Reports

- **Children's Services, xxxx Data** (available in February)  
Selected statistics related to children's services including staffing, programming, holdings and circulation.
- **Circulation and Holdings Report, FYxxxx** (available in January)  
Various public library circulation and holdings raw data. Also includes circulation per FTE, per hour open and per capita and holdings per capita data.
- **Education & Staffing Report, 7-1-xxxx** (available in January)  
Public library staffing levels and distribution of the staff's highest educational level. Staffing level data includes: total full-time equivalencies (FTE), number full time and part time, and FTE for MLS, librarian, children's librarian and non-custodian positions as well as total hours open per non-custodian FTE. Director's education level and length of work week are displayed.
- **Electronic Services, FYxxxx Data** (available in May)  
Selected statistics related to electronic services including: web page hits, uses of electronic resources, electronic subscriptions and materials in electronic format.
- **Featured Reports, FYxxxx Data** (available in the spring)  
Reports on changing topics present public library data not displayed in other reports.
- **Financial Statistics Report, FYxxxx Data** (available in February)  
Raw and per capita figures for each reporting public library's (including branches) total municipal appropriation, operating income, and salary, materials, other and total operating expenditures. Also included are percent of total operating expenditures spent for salaries, materials and other expenditures.
- **The FYxxxx Municipal Pie...What's Your Share?** (available in March)  
Relates the amount expended from the general fund by each city and town on public library service, to the amount expended to operate the entire municipality.
- **Public Library Outlets, FYxxxx Data** (available in May)  
Selected statistics relating to public library outlets including: staffing, holdings and circulation.
- **Rankings Report, xxxx Data** (available in March)  
Each municipality's rank within its population group and within the entire state based on its library's per capita values for certain income and expenditure data. For services, the indicators are: FTE per 10,000 population, MLS FTE per 10,000, hours open per week, direct and total circulation per capita and holdings per capita.
- **Salaries Report, 7-1-xxxx** (available in January)  
Hourly minimum and maximum salaries for up to 17 public library position classifications from Library Director to Custodian. Annual salary for the Library Director is also displayed.
- **Services Report, FYxxxx** (available in January)  
Services data includes number of terminals with Internet, average weekly visits, reference questions and hours open. Counts are provided for weekend days open, branches, adult and children's programs and attendance. Average hours open on weekends is also shown.
- **Summary Tables and Graphs, xxxx Data** (available in March)  
Statewide, population group and regional totals of various incomes, expenditures, holdings, circulation, services and staffing data. Subject index provided.

**Massachusetts Academic Library Data, Fall xxxx, Selected Statistics** (available in the spring)

**Massachusetts Automated Resource Sharing Networks Report, FYxxxx** (available in the fall)

**Massachusetts School Library Media Center Report, Fall xxxx** (available in May)

**Massachusetts Special Library Statistics Report, FYxxxx Data** (available in November)

The reports are available in PDF format and the related spreadsheet and database files are available for downloading from the Board's web site (<http://mblic.state.ma.us/advisory/statistics/index.php>)