

**DRAFT**  
**James E. Nichols Memorial Library**  
**Librarian's Report**

**Community Use of the Library.** The Nichols Library continues to be a well-used and much appreciated community resource. We circulated 12,930 library materials, recorded 6,644 visits to the library and issued 109 new library cards.

Adult reading	5,349
Youth reading	1,038
Audio books on CD-ROM.	975
Films, series and documentaries on DVD	4,935
Other (interlibrary loans, passes, etc)	633
Total circulation from collection, 2014	12,930
Downloaded eBooks from NHDB	1,355
Total adj. circulation	14,285
<b>Library Circulation, 2015</b>	

**Collection Development.** The Library expanded its collection to meet reader needs and interests: staff added 891 new materials and removed 752 damaged, dated or seldom used items. Net collection growth was 139 materials.

Total Volumes, end of 2014	16,137
Titles added, 2015	+ 891
Titles removed, 2015	-752
Adj. Total Volumes, end of 2015	16,276
Net change	+139
<b>Library Holdings, January 2016</b>	

**Computers and Digital Media.** The library added a combination scanner, fax and printer in August. We can now create digital copies of town and library records, and personal documents for patrons. The machine was a gift from a patron. Other digital resources were also well used:

- The library's desktop computers were used 665 times;
- There were 312 uses of the libraries wifi server within the library; additional users accessed the server from the street and grounds.
- Patrons logged 448 searches Ancestry Plus and Heritage Quest to trace family histories.
- Patrons accessed NHLink databases 156 times for school, business and personal needs.
- Staff provided 171 cases of technical support in the use of digital resources.

NH Downloadable Books was a very popular resource. Patrons downloaded 1,355 titles in 2015:

- 872 eBooks;
- 411 audios;
- 72 magazines;
- 21 new patrons began using the system this year.



**Services for Patrons.** Library staff assisted visitors with information needs and services:

- Library staff answered 193 requests for information and 171 for technical support;
- Staff offered 88 suggestions on reading selections (reader's advisory), June-December;
- The library borrowed 518 materials from other libraries for library patrons;
- Our passes (Science Center, Castle in the Clouds, Remick Farm) were used 46 times;
- Our bi-monthly email newsletter, articles in the Meredith News and posts on social media kept patrons informed on library news and events.

**Programs for young readers.** Our pre-school story time is still a popular program, with a total 159 attending. We have a lively time, as visitors to the library on Friday mornings can see.

**Special Programs and Projects.** The Library is a member of the Meredith Village Savings Banks Book of the Month program, which funded two new books each month. The Library also participated in promotions with Bayswater Books, Barnstormers Theater and Meredith Village Playhouse.

**Building and Grounds.** The Meredith Garden Club filled our planters with colorful arrangements all year. George and Susan Gurney and Stephenson Landscaping attended to the library's plantings.

**Staff and Trustees.** The Library Board of Trustees deserves special thanks for the many hours of service given to Nichols Library. Trustees completed updates to the policy manual and assembled a manual for prospective trustees. Glenn Walter continues as our library assistant and is working on para-librarian certification. Kim Anderson helped out at the circulation desk during the summer season. Librarian Jon Kinnaman attended trainings at the NH State Library, sat on the Town's Joint Loss Management Committee and chaired the Scrooge and Marley regional library coop.

**Friends of the Library.** Many people who contributed to the well-being of the Library this year:

- The Center Harbor Selectmen supported our building needs and overall operations;
- Jeff Haynes and Highway Department maintained our walks and lawns;
- Kevin Desmond and Bob Beem helped with general building maintenance;
- Altrusa of Meredith arranged drivers to provide book deliveries to homebound patrons;
- Meredith Garden Club cared for the planters and gave a subscription to *Garden Gate*;
- The Meredith Village Savings Bank provided their book of the month grant;
- The many friends of the library donated materials and made gifts to our general fund.

Finally, we thank the people of Center Harbor for their ongoing support of this historic library.

A. J. Kinnaman, Librarian  
Submitted, January [ ], 2016



JAMES E. NICHOLS MEMORIAL LIBRARY  
ANNUAL TREASURER REPORT

BALANCE ON HAND JANUARY 1, 2015  
J E NICHOLS MEMORIAL LIBRARY MVSB

\$10,283.41

RECEIPTS

NICHOLS TRUST	\$11,446.42
BOOK SALES	\$259.88
GIFTS	\$1,406.73
TOWN OF CENTER HARBOR	\$78,910.00
COPIER	\$535.78
MISC.	\$72.50

TOTAL RECEIPTS

\$92,631.31

EXPENSES

SALARIES	\$59,834.39
FURNISHINGS/EQUIPMENT	\$214.23
REPAIRS/MAINTENANCE	\$3,348.55
SUPPLIES	\$2,711.29
ELECTRICITY	
TELEPHONE	\$1,437.71
TRAVEL	
COLLECTION DEV./BOOK SALES	
BOOKS & PERIODICALS	\$12,825.95
LANDSCAPING	\$540.00
SPECIAL PROJECTS FROM GIFTS	\$650.00
PROF.DEVELOPMENT & TRAINING	\$500.00
PROGRAM PROJECTS	
MISC.	
COMP.SOFTWARE MAINTENANCE CONTRACT	\$595.00
COPIER MAINTENANCE CONTRACT	
WINDOW SASH REPAIR AND PAINTING	\$6,915.00
TOWN OF CENTER HARBOR GENERAL FUND	\$959.53

TOTAL EXPENSES

\$90,531.65

DUE TO TOWN OF C.H. GENERAL FUND

\$3,747.12

BALANCE ON HAND JENML MVSB 12/31/2015

\$16,130.19