

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 13,407 library materials, recorded 6065 visits to the library and issued 75 new library cards.

Adult reading	5,587
Youth reading	744
Audio books on CD-ROM.	897
Films, series and documentaries on DVD	4,104
Interlibrary loans from other NH Libraries	630
Other	74
Total circulation from collection, 2016	12,036
Downloaded eBooks from NHDB	1,371
Total adj. circulation	13,407
Library Circulation, 2016	

Our patron's use of NH Downloadable Books has grown every year since we joined the program in 2012. This year, patrons downloaded 1,166 eBooks, 89 audios and 116 nook periodicals.

Collection Development. The Library staff added 727 new materials in 2016. Staff removed 709 damaged, dated or seldom-used items and liquidated the no-longer used audio tape collection of 537 items for a total of 1,246 withdrawn materials.

Total Volumes, end of 2015	16,276
Titles added, 2015	+ 727
Titles removed, 2015	-1,246
Adj. Total Volumes, end of 2016	15,757
Net change	-519
Library Holdings, end of 2016	

Computers and Digital Media. Our digital resources were well used.

- The library's desktop computers were used 564 times.
- There were 233 recorded uses of the library's wifi server within the library; additional users accessed the server from the street and grounds.
- Patrons logged onto Ancestry Plus for 103 sessions (6,144 searches) and 34 Heritage Quest sessions (566 searches).
- Patrons accessed Ebsco databases on NHewLink for 20 sessions (63 searches) for school, business and personal reference.
- Staff provided 178 cases of technical support in the use of digital resources.
- Library staff copied, scanned and faxed numerous documents for patrons.

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

- Library staff answered 187 reference questions.
- Staff provided 184 readers advisories.
- The library borrowed 630 materials from other libraries for library patrons;
- The library loaned 963 items to other NH libraries.
- We recorded 69 attendees at our pre-school stories hours.
- Our passes (Science Center, Castle in the Clouds) were used 48 times;
- Our bi-monthly email newsletter, articles in the Meredith News and posts on social media kept patrons informed on library news and events.

Several of our pre-school story time participants 'graduated' to elementary school, so participation dipped in 2016. This had an impact on our circulation as well.

Building and Grounds. In December, the selectmen approved bids to improve lighting in the library stacks, repair existing fixtures, and cut-out fixtures with knob and tube wiring. Work on the project will begin early in 2017. Annette Nichols of the Energy Committee researched fixtures and drew up specs for the bidding. The Meredith Garden Club filled our planters with colorful arrangements all year. George and Susan Gurney, Karin Karagozian, 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. Circulation assistant Glenn Walter completed his paraprofessional 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.
- Annette Nichols for her work on the lighting project and the Energy Committee for their financial support of the project.
- Jeff Haines and Highway Department maintained our walks and lawns.
- Kevin Desmond and Bob Beem helped with general building maintenance.
- Altrusa of Meredith provided book deliveries to homebound patrons.
- Meredith Garden Club maintained our planters and gave a subscription to *Garden Gate*.
- The patrons who donated materials and financial gifts to our general fund.

Farewells. The Nichols Library bade farewell to many valued friends and users of the library who either departed from their Center Harbor residences or passed away in 2016. We particularly want to remember Jay Heiner, a frequent borrower and enthusiastic user of our Interlibrary Loan services, who passed away in July.

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

A. J. Kinnaman, Librarian
Submitted, January 13, 2017

JAMES E. NICHOLS MEMORIAL LIBRARY
ANNUAL TREASURER REPORT

BALANCE ON HAND JANUARY 1, 2016
J E NICHOLS MEMORIAL LIBRARY MVSB

\$16,130.19

RECEIPTS

NICHOLS TRUST	\$10,028.87
BOOK SALES	\$161.69
GIFTS	\$3,086.62
TOWN OF CENTER HARBOR	\$78,987.00
COPIER	\$600.35
MISC./REBATE NH ELECTRIC COOP	\$1,280.00

TOTAL RECEIPTS

\$94,144.53

EXPENSES

SALARIES	\$60,332.21
FURNISHINGS/EQUIPMENT	\$93.49
REPAIRS/MAINTENANCE	\$1,403.00
SUPPLIES	\$2,036.17
ELECTRICITY	
TELEPHONE	\$1,335.48
TRAVEL	
COLLECTION DEV./BOOK SALES	
BOOKS & PERIODICALS	\$12,383.29
LANDSCAPING	
SPECIAL PROJECTS FROM GIFTS	\$600.00
PROF.DEVELOPMENT & TRAINING	\$310.00
PROGRAM PROJECTS	\$45.15
MISC.	
COMP.SOFTWARE MAINTENANCE CONTRACT	\$595.00
COPIER MAINTENANCE CONTRACT	
DUE TO TOWN OF C.H. GENERAL FUND	\$3,747.12
HOME ENERGY PRODUCTS	\$3,800.00

TOTAL EXPENSES

\$86,680.91

DUE TO TOWN OF C.H. GENERAL FUND

\$146.79

BALANCE ON HAND JENML MVSB 12/31/2016

\$23,740.60