

PHILIP READ MEMORIAL LIBRARY

Trustees Report – Calendar Year 2008

As always, thank you for all your support in various ways to the Philip Read Memorial Library. The library is a thriving community center with circulation increasing again this year, more meetings and programs occurring during the year, and many patrons and visitors browsing through the library. Even with the six-day power outage, the library remained open in the cold until it was too dark to see.

Story time for the younger children continues to be a very important part of the life of the library. Diane Rogers continues to be the main reader and shares her storytelling gifts every month on the third Wednesday at 3:30 p.m. The Center City Ballet came twice to story hour and performed parts from Cinderella and Peter and the Wolf. We had a special story hour in December--Santa came to visit and read even though Plainfield was in a power outage. We're glad Santa came—as he finished, the power came back on! Another ongoing meeting is the “Coffee & Conversation—Ladies Night,” which has occurred monthly for the past few years.

Currently, the Plainfield Water District holds its monthly meetings at the library. Other groups meeting occasionally are the PTA, Grange, Supervisors of the Checklist, and the Town Finance Committee.

The summer reading program “G’day for Reading” (an Australian theme) had 38 children participating and the books read totaled 552. The summer program was complemented by these special programs: Aussie Animals, Stories and Aussie Food with the Rea Family; Great Barrier Reef; Aborigine Art; and Walkabout Australia. The summer reading program was coordinated by Jen Frederick and Katie Sheehan.

A large project this year has been a Plainfield Genealogy update with volunteers Des Hudson and Kay MacLeay. Other programs held this past year were two Upper Valley Land Trust programs on conserving land; two African Foot Spa Treatments with Chelsea Lewis; and artist/book author Gloria Kamen’s presentation “Sketching When You Travel—What to Enjoy and What to Avoid.” The library joined Thom Wolke, Twin Cloud Productions, to jointly sponsor children’s summer theater at the Plainfield Town Hall. There were seven plays and all were very well attended and well received. We also took part in National Gaming Day by playing Pictureka on the same day as thousands of other libraries across the country. A Book Discussion Group started in the fall. The group meets the fourth Monday of each month. Dr. Coli presented instructions to small groups on using the Medicare Web site. Author/illustrator D.B. Johnson read his latest book “Bear’s Picture” and drew for the children.

The cleanup of Rte. 12A through the Adopt-A-Highway Program was managed again by a group of dedicated volunteers. For the July 4 parade, on our float “Elvis said: ‘Sign up for a Library Card’”; we won second prize. Thanks to Ken and Chante Norwalk for the art work and riders.

Our library director, Nancy Norwalk, attended the New Hampshire State Library Convention in Concord. She also attended the bi-monthly Librarians of the Upper Valley (LUV) meetings, as well as attended a day-long workshop on library automation sponsored by the State Library and a day-long workshop on “The Library as a Community Center” sponsored by the Children’s Literacy Foundation. Nancy and our library aides, Ruth Stalker and Diane Rogers, took a day-long workshop on the State Library interlibrary loan system. All three of the Philip Read Memorial Library trustees attended the New Hampshire Library Trustees Association’s annual meeting.

Our main fundraising events were our Annual Book and Bake Sale; the Maxfield Parrish Vintage Print Sale (jointly with the Stage Set Committee); sales of Maxfield Parrish items and Sue Smith’s handmade greeting cards. We also sponsored a Salsa workshop and dance.

The Philip Read Memorial Library took part in the Finlay Foundation Challenge to increase membership. Although we didn’t win, the library increased our number of registered patrons by 256, an increase of 18%. Circulation and patron visits increased again this year. Computer use by patrons continues to be very popular. We are always looking for ideas for items to be displayed in our exhibit case each month. If you have ideas or any collections, please contact Nancy Norwalk.

With computer usage continuing to increase, the trustees decided that adding wireless connection within the library was prudent. We also agreed with the suggestion of the director that we need to add at least one more computer at this time. The additional early evening hours on Wednesdays have been very popular. We continue to heed our patrons' suggestions; and to that end, we have worked out a way to add morning hours one day a week this year by shifting personnel without decreasing our current open hours. A few of the other services available at the library are passes to the Currier Art Museum (Manchester) and the Windsor Precision Museum, and trash stickers available for purchase. For the month of December, we collected food for the Plainfield Food Pantry in lieu of fines. We will continue to collect food all year; albeit not in lieu of fines.

The trustees and library director are very thankful for all the help given to make the library so vibrant. Thank you to the many residents, who donated books, tapes, videos and magazines, as well as other needed items. Donations of books are always welcome. Many memorial donations were received this year in memory of Rebecca Meyette.

Our usual volunteers put in 48 hours each month. We rely heavily on our volunteers; and, in fact, continue to look for more volunteers. The Friends of the Library are always willing to assist us and new members are welcome.

The library was awarded two grants this year. "Picturing America," 40 poster-sized reproductions of American art, was received from the National Endowment for the Humanities. We will be using these throughout the year in exhibits. The second grant was from the Institute of Museum and Library Services, "Connecting to Collections Bookshelf." This collection consists of books, DVDs and other materials on conservation and preservation of personal and museum treasures and collections (photographs, paintings, ceramics, etc.). These are available for loan.

In our goal to finish the basement level in 2009, we hired retired architect Bill Halsey as a consultant and have sent letters to local contractors asking for their interest and for updated estimates. Four contractors have responded. As promised, we have been raising the funds to finish this work and will not ask for tax dollars. Contributions are welcome to the general building fund as well as to The Alice P. Hendrick Memorial Children's Room.

One last item to announce: We wish to welcome Dennis Girouard as our newest trustee and wish to thank Jennifer Frederick for all her time, dedication and effort as trustee and volunteer.

As we have stated in the past and continue to believe, the foundation of our success is twofold—the tremendous effort put in by our many volunteers and the solid support of community members. For these, we are truly grateful and say thank you on behalf of the library.

Submitted by, Trustees: Anita K. Brown, Dennis Girouard, Beth Williams

Philip Read Memorial Library Budget

	Budget 2008	Actual 2008	Proposed 2009
On hand Jan. 1			
Encumbered Purchases	\$630.00	\$630.40	\$1,812.00
Checking Account	\$1,492.00	\$1,491.66	\$750.00
Subtotal	<u>\$2,122.00</u>	<u>\$2,122.06</u>	<u>\$2,562.00</u>
Income:			
Town appropriation	\$53,976.00	\$53,976.00	\$56,330.00
Trust fund income	\$3,200.00	\$3,200.00	\$3,200.00
Fines and damaged books	\$500.00	\$500.00	\$500.00
Gifts	\$100.00	\$310.00	\$100.00
Books sales	\$725.00	\$739.05	\$725.00
Grants	\$0.00	\$0.00	\$0.00
Miscellaneous	\$0.00	\$160.00	\$0.00
Income	<u>\$58,501.00</u>	<u>\$58,885.05</u>	<u>\$60,855.00</u>
Total	<u>\$60,623.00</u>	<u>\$61,007.11</u>	<u>\$63,417.00</u>
Expenditures:			
Salaries	\$30,903.00	\$30,258.55	\$31,356.00
Payroll Liabilities	\$2,364.00	\$2,314.70	\$2,399.00
Library materials	\$7,455.00	\$7,448.08	\$7,675.00
Audio-visual materials	\$1,300.00	\$1,318.57	\$1,335.00
Supplies	\$1,500.00	\$1,205.19	\$1,500.00
Postage	\$250.00	\$248.04	\$250.00
Computer tech./out services	\$700.00	\$726.82	\$1,100.00
Professional activities	\$885.00	\$877.06	\$885.00
Programs	\$400.00	\$118.38	\$400.00
Electricity	\$2,895.00	\$2,927.42	\$3,435.00
Telephone	\$1,080.00	\$1,079.91	\$1,080.00
Fuel	\$5,850.00	\$5,672.23	\$5,400.00
Water	\$290.00	\$222.80	\$290.00
Maintenance	\$2,300.00	\$2,179.30	\$2,700.00
Elevator	\$995.00	\$961.85	\$1,000.00
Miscellaneous	\$300.00	\$184.81	\$300.00
Furnishings	\$500.00	\$126.92	\$500.00
Transfer to sick pay	\$26.00	\$26.00	\$0.00
Encumbered purchases	\$630.00	\$547.94	\$1,812.00
Expenses	<u>\$60,623.00</u>	<u>\$58,444.57</u>	<u>\$63,417.00</u>
Checking acct Dec. 31, 2008		<u>\$2,562.54</u>	