

PHILIP READ MEMORIAL LIBRARY Trustees Report – Calendar Year 2010

The staff and the volunteers at the Philip Read Memorial Library have had a busy year. Thanks to their hard work, circulation and patron use has increased steadily. The library hosted more meetings and programs and welcomed over 100 new library card holders. Computer use by patrons is very popular.

Our regular programming such as children's story time continues to be a very important part of the life of the library. Diane Rogers is the main reader and shares her storytelling gifts every month. We again had a special story hour in December--Santa came to visit and read. Pictures were taken of the children and Santa. The summer reading program "Make a Splash--Read" was very successful with programs led by Diane MacDonald, Katy Sheehan, Sarah Gillens and Bernadina Webber; programs were: building a boat, a visit from Fred the duck, frogs and turtles, and rain. Children's book author/illustrator and former Plainfield resident D.B. Johnson read his new book Palazzo Inverso and drew for the children. Although Halloween was on a Sunday night this year, the library trustees at the suggestion of the library director decided again to make a special effort to be open for Trick or Treaters. We had over 180 visitors and gave out treat bags and paperback books.

Among the many special programs held this past year were children's theater performances during the summer at the Plainfield Town Hall (8 plays); a Russian nesting doll/painting workshop and a preview performance of "Clara's Dream" by City Center Ballet. We held a program and reading challenge on penguins in collaboration with Northern Stage and their production of "Mr. Popper's Penguins." The Library took part in the annual National Gaming Day sponsored by the American Library Association. As a result of our participation in this event, we now have weekly card games for children, with a core group who meet almost every week.

The library serves as the meeting spot for many community organizations. Currently the Plainfield Water District, the Plainfield Energy Committee, the Plainfield 250th Anniversary Committee meet regularly and homeschoolers, the Town Safety Committee, the Plainfield Historical Society and town selectmen also used the meeting space. The library was a testing and training site for U.S. Census jobs. The space is also used by high school tutors and their students.

We sponsored a number of community service activities such as the clean-up of Rt. 12A through the Adopt-A-Highway Program, collected food for the Plainfield Food Pantry, and served as a collection site for the "Toys for Tots" program. We participated in the July 4th parade. The theme was "American Summers." The Plainfield and Meriden Libraries' float, "Country Fair," won first prize. We would especially like to thank Dan Falcone for serving as our entertaining master of ceremonies!

Staff development is an important ingredient to keeping our library current. To that end the library director, Nancy Norwalk, attended a number of conferences and workshops such as the bi-monthly Librarians of the Upper Valley (LUV) meetings, workshops on Downloadable Audio and E-Books; a conference in New London on "Library Service in a Recession," the Small Libraries Summit in Concord, the fall Children's Literacy Foundation Conference in White River, and the Annual Convention of the American Library Association—for the first time—in Washington, DC. The Philip

Read Memorial Library trustees and a member of the Friends of the Library attended the New Hampshire Library Trustees Association's annual meeting in Portsmouth.

The Friends of the Philip Read Memorial Library continued their fundraising efforts on behalf of the library. The main fundraising events were the Annual Book and Bake Sale; the Maxfield Parrish Vintage Print Sale (jointly with the Stage Set Committee); sales of Maxfield Parrish items, and a dance sponsored by Randy Budner and his band—Loose Cannons. The Friends of the Library are always willing to assist us and new members are welcome.

Nancy Norwalk secured a grant from the Tasker Covered Bridge Fund to purchase a digital projector for the future community meeting room.

The morning hours continue to be successful. Other services available at the library are WiFi, Internet, public computers, passes to the Currier Art Museum (Manchester) and the Windsor Precision Museum, trash and landfill stickers available for purchase, Fax, copier, interlibrary loan, downloadable audio and e-books, and "Kill a Watt Energy Detectors" available for loan. 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.

We rely heavily on our volunteers who put in approximately 48 hours each month. George Adams and Teagan Atwater continue to work together to improve our webpage. The trustees treated our volunteers to an appreciation lunch barbeque, with music provided by Bill and Michael Gareau. A book storage shed was constructed by the Sugar River Valley Regional Technical Center to provide storage space. Trustee Dennis Girouard built a new library sign to better advertise library hours and coming events.

We have begun the next phase of construction--the basement level which will hold a much needed community meeting room, a local history research room, junior and teen rooms. Our goal in this phase is to have at least the community meeting room available for use in the near future. As promised, the Friends of the Philip Read Memorial Library have been raising the funds to finish this work and we 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."

The trustees of both libraries continued to hold joint meetings alternately at each library. In addition to our ongoing joint programs, we began some preliminary discussions for our upcoming board merger.

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. We are ever grateful to our volunteers and to the community for your support.

Submitted by Trustees: Anita K Brown, Dennis Grouard, Bernadina Webber

PHILIP READ LIBRARY PROPOSED BUDGET

	Budget 2010	Actual 2010	Proposed 2011
Opening balance 1/1/11			
Checking account	\$442	\$442	\$1,291
Encumbered purchases	\$3,000	\$3,000	\$0
Subtotal	<u>\$3,442</u>	<u>\$3,442</u>	<u>\$1,291</u>
Income:			
Town appropriation	\$59,609	\$59,608	\$63,557
Trust fund income	\$3,200	\$3,200	\$2,700
Fines and damaged books	\$500	\$0	\$100
Gifts	\$100	\$38	\$50
Books sales	\$725	\$781	\$0
Miscellaneous	\$0	\$402	\$0
Plainfield Food Pantry	\$0	\$500	\$0
Income	<u>\$64,134</u>	<u>\$64,529</u>	<u>\$66,407</u>
Total	<u><u>\$67,575</u></u>	<u><u>\$67,971</u></u>	<u><u>\$67,698</u></u>
Expenditures:			
Salaries	\$31,356	\$32,172	\$33,632
Payroll Liabilities	\$2,399	\$2,461	\$2,624
Library materials	\$7,830	\$7,517	\$7,987
Audio-visual materials	\$1,360	\$1,103	\$1,387
Supplies	\$1,600	\$1,201	\$1,500
Postage	\$250	\$210	\$250
Cataloging Services	\$1,600	\$1,315	\$1,800
Computer			
Hardware/Services	\$0	\$0	\$500
Professional activities	\$2,675	\$2,717	\$1,000
Programs	\$600	\$237	\$600
Electricity	\$3,435	\$3,001	\$3,435
Telephone	\$1,080	\$1,042	\$1,080
Fuel	\$5,400	\$4,532	\$5,400
Water	\$290	\$270	\$290
Maintenance	\$2,700	\$2,718	\$3,000
Elevator	\$1,200	\$1,615	\$1,600
Miscellaneous	\$300	\$707	\$200
Transfer for Food Pantry	\$0	\$500	\$0
Furnishings & equipment	\$500	\$370	\$750
Transfer to sick pay	\$0	\$0	\$664
Encumbered funds	<u>\$3,000</u>	<u>\$3,000</u>	<u>\$0</u>
Expenses	<u><u>\$67,575</u></u>	<u><u>\$66,689</u></u>	<u><u>\$67,698</u></u>



D.B. Johnson, children's author/illustrator and former Plainfield resident, presents his new book, Palazzo Inverso, at the Philip Read Memorial Library. Photo: N. Norwalk



"Make a Splash—Read" was the theme of the summer reading program at the Philip Read Memorial Library. Participants floating the paper boats they made. Photo N. Norwalk