

PLAINFIELD PUBLIC LIBRARIES
Trustees report for 2012

The Trustees spent the past year working on several policies; resolving the unspent public funds in the custody of the Meriden Public Library; working and finalizing a reasonable budget for 2013 that stays within the guidelines set by the Town; and requesting the Selectboard to appoint a study committee to work on the ADA compliance issue facing the Meriden Library on behalf of the Trustees. Please see the additional report submitted by the ADA Study Committee.

We celebrated Meriden Library going “Live” with the online catalog. On December 6, 2012 the switch was flipped on for the automation of the catalog and circulation system with cataloging continuing. Philip Read is moving forward with the automation of its collection and will go live in 2013.

Kara Toms, sadly, will not be running for re-election as trustee this year. We thank Kara for her time, commitment and enthusiasm in serving on the Board. For personal reason Kim Moss had to step down shortly after being elected trustee. Nancy Liston was then appointed to fill her position for the remainder of the year. We also say thank you and best wishes to a long time library aide in the Meriden Library, Annamay Chapman. After many years of service to the library and its patrons, she retired on December 31, 2012. Diane Rogers resigned her library aide position in the Philip Read Memorial Library earlier this year. Both Annamay and Diane were valuable assets to the libraries and their patrons. They both will be missed.

Thank you to all the volunteers who help keep our libraries running smoothly.

We welcome and encourage interested residents to join us for our open meetings generally held on the second Monday of each month at alternating locations. Minutes are available for your review on the Town’s website and on the libraries new and updated websites.

Plainfield Public Libraries Board of Trustees: Anita Brown, Chair; Kara Toms, Vice Chair; Mark Pensgen, Treasurer; Nancy Liston; Hillary Sundell, Secretary –
library.trustees@plainfieldnh.org



Presentation of children's books to local day care providers as part of the grant received by the Philip Read Memorial Library from the Children's Literacy Foundation.
Photo by Nancy Norwalk

Town of Plainfield Library System Proposed Budget

	<u>Budget</u> <u>2012</u>	<u>Actual</u> <u>2012</u>	<u>Budget</u> <u>2013</u>
Income			
Town Appropriation	\$111,149	\$111,130	\$113,818
Trust Funds	\$3,250	\$3,250	\$3,250
Gifts/Grants	\$100	\$4,066	\$100
Book Fines/Copier	\$200	\$717	\$200
Book Sales	\$0		
Total Interest Income	\$10	\$40	\$10
Encumbered Funds		\$2,404	\$4,360
Misc Income	\$600	\$248	\$600
Total Income	\$115,309	\$121,856	\$122,338
Expense			
Salaries	\$66,054	\$65,883	\$69,323
Sick Pay	\$1,285		\$1,285
Total Library Materials	\$14,700	\$13,872	\$14,700
Telephone	\$1,620	\$1,688	\$1,620
Electricity	\$4,400	\$4,031	\$4,100
Fuel	\$10,700	\$7,857	\$8,900

Water/Sewer	\$800	\$595	\$800
Supplies	\$2,300	\$2,150	\$2,300
Postage	\$550	\$424	\$500
Professional Activities	\$900	\$769	\$900
Programs	\$1,000	\$2,055	\$1,000
Furniture/Equipment	\$600	\$396	\$300
Elevator	\$1,700	\$1,537	\$1,700
Maintenance	\$4,400	\$5,159	\$4,600
Automation/Cataloging	\$2,500	\$2,673	\$2,300
Computer	\$1,500	\$1,500	\$2,800
Trustee Expense			\$650
Misc Expense	\$300	\$57	\$200
Encumbered Funds			\$4,360
Total Expense	\$115,309	\$110,646	\$122,338
Net Ordinary Income		\$11,210	
Other Income, Expense and Liabilities			
Income/Transfers			
Bldg Fund Gifts-from Friends of PRML		\$33,121	\$90,052
Transfer from Blg fund-Meriden		\$4,600	\$5,019
Expense			
Automation Expense from Grants		\$700	
Materials from fines account		\$899	
Building funds Expense-PRML		\$33,121	\$90,052
Building funds Expense-Meriden		\$4,600	\$5,019
Net Other Income and Expense		-\$1,599	
Less 2012 payable items (encumbered)		-\$4,360	
Total Net Income		\$5,252	
Amount to be returned to town (unspent public funds)		\$684	
Fund Balances-Year End			
Philip Read Checking		\$7,982	
Philip Read Fines Account		\$2,046	
Meriden Checking		\$3,927	
Meriden Petty Cash		\$48	
Meriden Building Fund			
Savings		\$27,133	
Vanguard Money Market		\$38,054	
Vanguard Windsor Fund		\$20,586	
Payable to Town of Plainfield for prior year unexpended funds from Meriden Library		\$6,424	