

PLAINFIELD PUBLIC LIBRARIES Trustees Report

What a difference nine months can make! Since the town started out with a public hearing last January over the elimination of a position and then in March debated a warrant article to defund and derecognize the Meriden Library, we've experienced a wellspring of positive energy.

First, I'd like to thank the Selectboard for supporting the trustees in a difficult personnel matter. Their backing has allowed the trustees to move on in a positive fashion. I'd also like to thank our director Mary King for remaining steadfast in her role as director during difficult times.

Both libraries are working well together, as they should. Materials are moving back and forth town, and I've personally witnessed people from all reaches of town have attended events at both libraries.

Thank you to the Select Board and Friends of the Meriden Library, as well as people throughout town at Town Meeting 2017 and in the paper for publicly supporting our efforts to vote down the warrant article last March to defund and derecognize the Meriden Library. I found it particularly notable that several people who were physically unable to enter the Meriden Library – permanently and temporarily - came to its defense at Town Meeting. Like PRML, the Meriden Library is an important part of this community, and the vote to defeat the warrant article affirms its place.

I'd also like to thank our town Administrator Steve Halleran for his input and guidance in the work of the Meriden Library Building Committee, chaired by the very dedicated Chris Dye, and the rest of the committee who have all given their valuable time and input. Voters at Town Meeting spoke that they value the library, and now the work is underway for providing a building that everyone can enter, subject to voter approval.

The building committee quickly came to an agreement that the current building needs to be replaced to provide a space that is flexible, energy efficient, and able to meet the needs of Plainfield residents for many decades to come. Library Board of Trustees affirmed that conclusion by voting unanimously to support Article 7 to raise \$25,000 at town meeting for the library's building needs.

Since April, the trustees have been able to accomplish more for both libraries than we have in the previous five years that I had served on the board. We replaced the Personnel Policy, which previously lacked important information about state and federal legal rights of library employees. Mary King and the policy committee also looked at numerous bylaws from around the state to update our own. We revamped the director review system to make it easier for the board to complete and provide more valuable feedback to the director. Our finance committee had a busy summer moving and consolidating banking and investment accounts to make managing the library finances easier and to better comply with the law.

I would like to thank the Friends of the Meriden Library and the Friends of the Philip Read Memorial Library for their generous donations to both libraries.

Lastly, I would like to thank numerous people who have volunteered for the library, our fantastic staff, and the public who also make our libraries vibrant community spaces. We look forward to more positive work in 2018 to continue to improve our library system.

Suzanne Spencer, Chair
Plainfield Public Libraries Board of Trustees

Town of Plainfield Library System Proposed Budget

Income	2017 Budget	2017 Actual	2018 Proposed
Town Appropriation	\$141,425	\$138,440	\$146,267
Town Approp - FICA	\$6,841	\$6,869	\$6,960
Trust Funds	\$2,700	\$2,800	\$2,700
Gifts	\$1,000	\$591	\$400
Book Fines / Copier	\$0	\$756	\$0
Book Sales	\$0	\$100	\$0
Private / Grant Funding	\$0	\$0	\$0
Interest Income	\$0	\$0	\$0
Savings	\$0	\$30	\$0
Checking	\$0	\$1	\$0
Total Interest Income	\$50	\$31	\$0
Misc Income	\$0	\$909	\$0
Total Income	\$152,017	\$150,495	\$156,377
Expense			
Salaries	\$95,833	\$89,572	\$99,197
FICA	\$6,841	\$6,869	\$6,960
Sick Pay	\$600	\$0	\$600
Library Materials	\$17,200	\$18,212	\$17,200
Legal Expense	\$0	\$720	\$0
Telephone	\$1,840	\$1,753	\$1,840
Electricity	\$5,000	\$4,805	\$5,200
Fuel	\$5,152	\$6,003	\$5,800
Water/Sewer	\$800	\$635	\$830
Supplies	\$2,300	\$2,446	\$2,300
Postage	\$300	\$300	\$300
Professional Activities	\$800	\$365	\$800
Programs	\$1,000	\$1,106	\$1,000
Furniture/Equipment	\$800	\$1,069	\$800
Elevator	\$1,700	\$1,960	\$1,700
Maintenance	\$5,400	\$5,088	\$5,400
Automation/Cataloging	\$2,000	\$2,000	\$2,000
Trustee Expenses	\$650	\$648	\$650
Computer/Software	\$3,600	\$2,050	\$3,600
Misc Expense	\$200	\$921	\$200
Total Expense	\$152,017	\$146,521	\$156,377

Town of Plainfield Library System

Other Income, Expense and Liabilities

Accrued/Encumbered year end expenses \$3,233

Income/Transfers

Bldg Fund Gifts	\$6,500	\$5,935	\$2,000
Transfer from Bldg Fund- Meriden	\$15,000	\$0	\$15,000
Transfer from Fines Accounts	\$0	\$543	\$2,000
Gifts from Friends Groups	\$0	\$0	\$2,000

Expense

Building Funds Expense- PRML	\$6,500	\$4,787	\$2,000
Building Funds Expense- Meriden	\$15,000	\$0	\$15,000
Web site development	\$0	\$0	\$4,000

Fund Balances - Year End

Mascoma Checking Account	\$22,206
Philip Read Fines Account	\$1,882
Meriden Fines Account	\$1,149

Meriden Building Fund - Year End

Meriden Donations Account (Mascoma)	\$165,156
Vanguard Windsor II Fund	\$38,353
Putnam	<u>\$21,143</u>

PLAINFIELD PUBLIC LIBRARIES

Director's Report

Did you know that your libraries provide more than books? In 2017, the libraries of the town of Plainfield, the Meriden Library and the Philip Read Memorial Library, distributed solar eclipse glasses, offered workshops on doodling and felting, provided genealogy databases and museum passes, screened opera, demonstrated 3-D printing, hosted magicians and storytellers, exhibited art and so much more. There were 12, 147 visits to our libraries during which patrons did much more than borrow library materials.

Providing access to information does remain our focus and, to that end, we work to provide the Plainfield community with organized collections at both libraries. The Philip Read Library houses a collection of approximately 24,000 volumes and the Meriden Library's collection is approximately 11,000 volumes. The libraries offer free open Internet access through a wireless connection and public access computers. Through the New Hampshire State Library, we are able to provide our patrons with databases from EBSCO that offers them access to periodicals and journals, health information and reading advisory tools.

In 2017, we circulated 20,174 items. Of those 20, 174 circulations, 2,898 were checked-out through New Hampshire Downloadable Books where patrons have access to free audio and e-books. Although the circulation of downloadable books continues to increase each year, an 18% increase in 2017, we have seen no decrease in the circulation of print books.

I am very pleased to see the continued transition to the libraries acting as one library system with two buildings. The system that is in place that allows materials to easily transit between the two buildings is operating efficiently. Staff members share responsibilities between the buildings and several work regular hours at each library. We work within a team environment sharing the common goal of providing the best library service to our patron.

The operations of the libraries are enhanced by the time and energy contributed by volunteers. I am grateful for the help of Pam and Lee Abrahamson, Pennie Armstrong, Alice Eberhardt, Gordon Gillens, Cindy Heath, Hillary Sundell, Mike Sutherland, Jeanne and Brad Thompson and Barb Wendt.

We are fortunate to have the support of the Friends of the Meriden Library and the Friends of the Philip Read Memorial Library. Special programming is provided almost exclusively through their financial support. In 2017, programs such as visits from the Vermont Institute of Natural Science, the Children's Museum of New Hampshire, storytelling by Odds Bodkins and a musical program through the New Hampshire Humanities were only possible because of funding from the Friends groups.

Our libraries are led by five elected trustees who volunteer countless hours of their time to provide the governance needed to run two efficient libraries. I am thankful for the support and leadership of Richard Davidson, Nancy Liston, Emily Sands, Suzanne Spencer and Jean Strong.

The libraries are open a combined 48 hours each week with a schedule that allows for the town to have a library open every day but Sunday. Visit the Meriden Library Monday and Tuesday, 1-7pm, Thursday 10 am -7 pm and Saturday 9 am -12 noon. Visit the Philip Read Library Monday 1-8 pm, Wednesday 10 am -8 pm, Friday 1 pm – 5 pm and Saturday 9 am – 12 noon.

Statistics by Library

	Meriden Library	Philip Read Memorial Library
Total Circulation	10,024	10,150
Total Visits	6,561	5,586
Materials Owned	11,607	24,081
Materials Added	569	596
Materials Removed	298	2738
Number of Registered Borrowers	503	642
Number of Programs	122	56
Program Attendance	2228	668

Respectfully submitted,
Mary S. King, Director



Saturday Morning Music at PRML

Photo: Mary King