James E. Nichols Memorial Library
Librarian's Report

Community Use of the Library. In 2012, the library recorded 12,985 circulations. This represents a slight increase over 2012, which is encouraging, given the competition of digital media and other sources. We were particularly pleased to see an increase in youth circulation. A total of 497 Center Harbor residents borrowed materials from the library, a use rate of 45%, compared to a state-wide average of 28%. The following chart details this year's borrowing:

Adult reading	6,096
Youth reading	989
Audio CDs, DVDs etc.	4,650
Inter-library borrowing & lending	851
Other (eBooks, passes, kits, unclassified)	399
Total Circulation	12,985
Circulation, 2012	

Services for Patrons. During the year, there were 7,544 recorded visits to the Library and 98 new library cards issued. The six-day per week service schedule remains popular with residents. The library staff responded to 171 requests for reference help, book advisory, and assistance with electronic resources. We borrowed 225 materials from other libraries for Center Harbor residents. In partnership with Altrusa of Meredith, we delivered 110 books to homebound patrons. We provided passes to the Squam Lakes Science Center, Shaker Village, the Currier Museum of Art, and the Wright Museum. We introduced an electronic newsletter to keep patrons up-to-date on new materials and events. Patrons can sign up for the newsletter on the library's web page. We reach out to the community through our blog, our Facebook page and our column in the *Meredith News*. The Nichols Library partnered with Bayswater Books to provide a discount on new bestsellers for patrons with library cards. A toddler's story hour was started in December, coordinated by Carol Benoit and Laura Thorndike.

Collection Growth. The library added 828 new materials to the collection in 2012. These items circulated 2,865 times. Of these items, 209 new items circulated 5 times or more; 51 circulated 10 times or more and 22 for 15 times or more. The Library held 15,792 titles at the end of 2012. Staff removed 366 dated, damaged or seldom used items from the collection.

Materials Added		Adjusted Total Volumes	
New holdings	828	Total Volumes, 2011	15,330
Titles Removed	-366	+Net Additions	+462
Net Change	+462	Total Volumes, 2011	15,792
Collection Growth, 2012			

Computer Services and Digital Media. In May, the library installed new desktop work stations, as approved at town meeting. We also acquired Book System's Atriuum software to manage our catalog and circulation. In August, Metrocast replaced our modem with a more robust unit. These new additions provided needed improvements for the community's computing needs and staff efficiency.

In 2012, our staff logged 1290 desktop workstation users and 482 wifi users; additional users accessed the wifi from outside the library. Our membership in the NH Downloadable Books

Consortium provided patrons access to the State Library's large collection of eBooks and audios. Patrons downloaded 258 copies in 2012, a 2.5% increase in use. Other digital resources offered by the library included Mango online language lessons, Ancestry Plus genealogical resources, Consumer Reports Online, and Ebscohost reference databases hosted by the NHSL.

Building and Grounds. In the fall, George and Susan Gurney gave the library's beds and plantings a much need pruning. Dion's Landscaping was contracted to remove unwanted plants and roots. The Center Harbor Highway Department kept our walks cleared, our lawn mowed and took care of sundry maintenance jobs. Looking ahead to 2013, appropriations have been made to take down the dying shade tree facing Main Street and replacing it with a new tree.

Staff and Trustees. The Library staff maintains its six-day per week schedule with one FT and 2 PT staff. The staff selects materials, prepares copies for circulation, updates the catalog, assists patrons, processes interlibrary loans, manages local history files, conducts programs and creates displays in addition to circulating materials. Librarian Jon Kinnaman attended trainings at the NH State Library, sat on the Town's Joint Loss Management Committee, and served as DVD Chair of the Scrooge and Marley Coop. Library Assistant Linda Belisle helped with collection maintenance, inter-library loan, references and book displays. Library Aide Kim Anderson works for 10 hours a week during the summer months and 2 hours a week the rest of the year. Substitute Glenn Walter filled in hours as needed. The Library Board of Trustees deserves special thanks for the many hours of service given to Nichols Library.

Friends and Donors. Among the many people who contributed to the well-being of the Library this year were the Center Harbor Selectmen, Jeff Haines, The Center Harbor Highway Department, Bob Beem, and the Center Harbor Historical Society. We thank Altrusa's volunteers for book deliveries, Carole Benoit and Laura Thorndike for coordinating story-time, George and Susan Gurney for grounds work, and The Meredith Village Savings Bank for the Squam Lakes Science Center pass. We also thank the many friends of the library who donated materials and made gifts to our general fund. Finally, we thank the people of Center Harbor for their ongoing support of this historic library.

Jon Kinnaman, Librarian
Respectfully submitted, January 16, 2013

BALANCE ON HAND JANUARY 1, 2012   **$0.00**

RECEIPTS

NICHOLS TRUST	$3,094.00
BOOK SALES/DONATIONS	$360.49
GIFTS	$2,286.50
TOWN OF CENTER HARBOR	$93,416.00
COPIER	$547.30
MISC.	$20.00

TOTAL RECEIPTS   **$99,724.29**

EXPENSES

SALARIES	$55,582.20
FURNISHINGS/EQUIPMENT	$263.62
REPAIRS/MAINTENANCE	$1,734.63
SUPPLIES	$1,836.05
ELECTRICITY	$1,771.71
TELEPHONE	$1,455.94
TRAVEL	$0.00
COLLECTION DEV./BOOK SALES	$350.00
BOOKS & PERIODICALS	$12,635.50
LANDSCAPING	$300.00
SPECIAL PROJECTS FROM GIFTS	$2,540.00
PROF.DEVELOPMENT & TRAINING	$278.00
PROGRAM PROJECTS	$0.00
MISC.	$0.00
COMP.SOFTWARE MAINTENANCE CONTRACT	$0.00
COPIER MAINTENANCE CONTRACT	$125.00
NEW COMPUTERS	$16,872.75

TOTAL EXPENSES   **$95,745.40**

TO GENERAL FUND $3,978.89