

The James E. Nichols Memorial Library Librarian's Report

Heiner Memorial. On Wednesday, July 23rd, a stone bench dedicated to the memory of Dr. Jay Heiner was installed on the library grounds. Dr. Heiner, who passed away in 2016, was a prolific reader and a life-long learner. His diverse interests ran from comparative religion and scriptural studies to thrillers and fantasy fiction. The bench, dedicated to this "Lover of Books", is for all who share his delight in reading and learning.

Library Assessment. An architectural assessment to determine the long-term health of the library was done in 2018. The assessment was made by Alba Architects (Woodstock, NH). A final report will be made in 2019, but the preliminary report affirmed fundamental soundness of the building. The trustees applied for an NH Preservation Alliance grant to offset the cost of the assessment. Karen Ponton of the Heritage Commission and Annette Nichols of the trustees were instrumental in preparing the grant request and working with the assessors.

Coming in 2019. We will be adding more digital content in the form of streaming books, music and movies from **Hoopla**. Our Catalog system, **Atrium**, is being enhanced to include book descriptions and author notes. In January, the library will have a new computer server and workstations installed. The computers are partially funded by a \$4,000 donation from the Center Harbor Community Development Association; the remainder by the Nichols trust accounts.

Library and Collection Development. The Nichols circulated 11,579 items; Patrons downloaded 1048 eBooks, 484 audios and 38 magazine articles. Use of NH Downloadable Books has gone up since we first offered the service in 2012

Adult reading	4984
Youth reading	507
Audio books on CD-ROM.	720
Films, series and documentaries on DVD	3237
Interlibrary loans from other NH Libraries	496
Other	65
Total circulation from collection, 2018	10,009
Downloaded eBooks from NHDB	1,570
Total adj. circulation	11,579
Library Circulation, 2018	

The Library added 695 new materials and removed 704 damaged, dated or seldom-used items.

Total Volumes, end of 2017	16,125
Titles added, 2018	+ 695
Titles removed, 2018	- 704
Adj. Total Volumes, end of 2018	16,116
Net change	-9
Library Holdings, end of 2018	

A substantial weeding of the non-fiction collection and media accounted for the larger number of removals.

Services for Patrons. There were 4,938 visits to the library and 75 new library cards issued. Library staff answered 165 reference questions, provided 173 book advisories and supported 93 patrons in the use of electronic resources. The library borrowed 496 materials from other libraries for library patrons; 807 items were loaned to other NH libraries. Our passes (Science Center, Castle in the Clouds) were used 31 times. In 2019, we will add a pass to the Wright Museum in Wolfeboro. Our bi-monthly email newsletter, articles in the Meredith News and posts on social media kept patrons informed on library news and events.

Computers and Digital Media. The library's computers were used 335 times by patrons and guests; our Wi-Fi network was accessed by 164 recorded users in the library; additional uses took place outside. Family researchers made use of the AncestryPlus (2,040 searches) and HeritageQuest (2,104 searches) databases. Our EBSCO databases, which provide access to Consumer Reports, other magazines, the NoveList book advisor, were used 313 times; 105 articles were downloaded. Library staff also copied, scanned and faxed numerous documents for patrons.

Building and Grounds. Damaged roof tiles were replaced in July. A broken support brace on the library hours sign was repaired by Paquette signs (Meredith, NH). The latch on the gate to the back stairs was repaired by the town highway department. A malware breach of the library's security system briefly took our catalog offline. AdelXT (Derry, NH) restored our system and installed enhanced security protocols.

Library Staff, Trustees and Friends of the Library. Librarian Jon Kinnaman re-designed the library's website, sat on the Town's Joint Loss Management Committee, took part in a panel at the Small Libraries Summit, and chaired the Scrooge and Marley regional library coop. Library assistant Glenn Walter and summer assistant Kim Anderson did their usual fine work in assisting patrons and processing materials

The Library Board of Trustees deserves special thanks for the many hours of service given to Nichols Library. New on the board for 2018 were Susan Gurney, Bette Miller and Annette Nichols. Jesse Foley, an alternate since 2011, retired from the board. Long serving members Helen Heiner and Karin Karagozian announced their intentions to retire in 2019; Jo Morse will be changing her status to alternate.

Many people who contributed to the well-being of the Library in 2018. We appreciate the many patrons who made gifts to the library. Thanks go out to Karen Ponton and Annette Nichols, for their work on the assessment; Bob Beem, for building maintenance; Altrusa of Meredith, for delivering books to homebound patrons, the CH highway department, for maintenance help, the CH fire department, for clearing the walks during the winter; the CH Selectmen, for their responsiveness to library needs; and finally, the people of Center Harbor for their ongoing support of this historic library.

A. J. Kinnaman, Town Librarian
January 16, 2018

JAMES E. NICHOLS MEMORIAL LIBRARY
ANNUAL TREASURER REPORT

BALANCE ON HAND JANUARY 1, 2018
J E NICHOLS MEMORIAL LIBRARY MVSB

\$21,570.81

RECEIPTS

NICHOLS TRUST	\$12,606.49
BOOK SALES	\$75.98
GIFTS	\$5,231.00
TOWN OF CENTER HARBOR	\$82,091.00
COPIER	\$276.50
MISC	\$800.00

TOTAL RECEIPTS

\$101,080.97

EXPENSES

SALARIES	\$63,951.04
FURNISHINGS/EQUIPMENT	
REPAIRS/MAINTENANCE	\$5,293.05
SUPPLIES	\$1,164.86
TELEPHONE	\$1,359.28
TRAVEL	\$22.68
COLLECTION DEV./BOOK SALES	
BOOKS & PERIODICALS	\$11,965.82
LANDSCAPING	
SPECIAL PROJECTS FROM GIFTS	\$600.00
PROF.DEVELOPMENT & TRAINING	\$320.00
PROGRAM PROJECTS	\$63.93
MISC.	
COMP.SOFTWARE MAINTENANCE CONTRACT	\$595.00
COPIER MAINTENANCE CONTRACT	\$125.00
DUE TO TOWN OF CENTER HARBOR--GEN'L FUND	\$858.13
SWENSON GRANITE	\$2,075.00
ADEL-XT COMPUTER	\$6,706.00

TOTAL EXPENSES

\$95,099.79

DUE TO TOWN OF C.H. GENERAL FUND

\$3,369.66

BALANCE ON HAND JENML MVSB 12/31/2018

\$30,921.65