North Hampton Public Library

Librarian’s report

August 11, 2016

# Building

Drinking fountain needs a plumber and stone mason to install. The Dennis at Great Bay Plumbing contacted a stone mason and is trying to coordinate with him to get the job done.

Mold/air testing was done July 18th and the report has been done and sent to the Trustees and Paul Apple. No significant problems were detected in our air, and the list of recommendations have been addressed, such as removal of materials that were wet from the roof leaks etc. The recommendation to continue to monitor wet seasons, spring and fall, was noted and also the recommendation to inspect for mold periodically. The recommendation regarding asbestos was addressed in 2012 when we had the pipe burst and replaced flooring in the work room and hall way.

Painting of the library interior will begin in the next few weeks, after which we will schedule new solar blinds to be installed that will allow light to filter in, but will block direct glare and sunlight. Bayside Blinds will do the installation. David Monsees of Bayside blinds has done several libraries. He owns, and does all the estimating and installation of blinds.

The septic system was pumped in July and some work done the 8th to find and remediate blockages in the library septic system and others that service the town. Kevin Kelly – building inspector indicated the library will be getting a new septic system. He asked for copies of our Aquarion bills which I sent him.

Parsons Electric will be estimating the cost to replacing the light fixtures and dealing with the insulation on the ceiling tiles.

Exterior painting of the wood trim was done by the town in July.

Parking lot will be paved the week of the 15th. Patrons will park on the east side of the library. Staff will park at the homestead property. The playground will be closed during this time.

The CIP meeting for the library projects was held August 5th. It was determined that Paul Apple and Susan Grant would work together to update the library projects that have been on the CIP for several years to determine cost and what should be done. Paul will contact Ricci Construction for them to oversee all the project estimates.

Larry Miller and Judy Day have been watering and weeding the gardens in front of the library. Thanks to them for their hard work!

# Operations

Yearly statistics are completed. A table is at the end of the report. Circulation had decreased from FY15 5.6%. However, meeting room usage was up 27% and public computer use was up 4%. The library averages 1,654 visits per month by patrons and others. (began counting by hand January 1st 2016, when our electronic people counter died). Electronic books and audio downloadable books increased minimally, indicating that users are coming to the library for reasons other than to check out books—attend programs, meetings, to use library services or materials in the library.

Movies-DVD’s are decreasing in popularity. Fiction, Large Print, Sci Fi, and Mystery remain level in circulation indicating that print books are not declining in use in our community.

The items in our collection are decreasing as we weed out materials no longer used and make space for other activities in the library. The pod has been delivered and plans are being made to move storage items from the attic and parts of the collection to the pod on shelving carts and fixed shelves.

The number of patrons increased minimally, however, an accurate count of patrons is difficult to determine since people moving away is time consuming to research, and we hesitate to delete patrons who still live in town but have not used their library cards for more than 5 years.

We added Freading and Hoopla to our online resources. Freading is an ebook service and another resource for ebooks for our patrons. Hoopla is a huge resource for audiobooks, ebooks, music, comics, Movies, TV shows that patrons can use to supplement library resources. Both have come down in price and were affordable within our budget. They are being set up and we will make a big marketing push to get the word out so they will be utilized.

We created two new sections near the DVD’s in prime locations in the library to display books on certain themes similar to the book store model. We will be doing this throughout the stacks as we move parts of the collection to shelving carts into the pod. This creates more interest and circulation on topics of interest.

Susan attended the Friends meeting in July, but many items were tabled until the August meeting due to so many who were unable to attend. A MOU was created by Cynthia Swank for the Trustees to review which will be discussed at the August 30th meeting.

In an effort to keep flyers and paper at a minimum we have a new Lucite holder with ¼ page handouts for various library services and events for patrons to take. A similar holder was seen by Marcia at Portsmouth Library and we liked the idea of putting information mostly in one place.

# Financial

We received the check from the Sally Marcotte estate for $20,000 and it was turned over to the foundation – Lewis Roch will deposit it. I sent a personal thank you note to Eve Bullard, executor of the estate who kept me updated on the progress of the dealings with the estate.

We received a check for $5,000 from the NH Charitable Trust Foundation from the Dan & Blythe Brown Foundation for operational support. It was deposited into the Non-appropriated account at TDBank.

The funds for the painting and blinds were encumbered and will be paid out of FY16 operating funds.

The year- end operating account figures were in the Treasurer’s report for June 2016.

As of July 31, 2016 the Operating account balance was $70,081.41. The Non-appropriated account balance was $66,019.08, and the Invested Accounts at Citizens Bank total was $19,118.66. The Capital Reserve funds held by the town balance is $258,299.29.

# Staff

Jolynn Wilson, part time staff member who resigned in June passed away August 1st. We are all deeply saddened by this loss.

We now have three volunteers: Eli Levy who comes in Tuesdays to shelve adult books, Jane Cummings who covers new books, and Carol White who does miscellaneous tasks for the library, and has scanned some of the NH Room genealogy binders to save digitally, and to create a digital online collection of local history for patrons to access.

Marge Schreier has begun an inventory of the NH Room to determine what we will move to the regular collection and what can be put in the pod, and what can be discarded or given to other entities. We would like to multi-use the NH Room as a maker space, teen space, but also retain it as a small meeting/tutoring room. This will require scheduling and cooperation, something we already do due to lack of space in the library. Liz will be handing over ILL duties to Marcia and Marge to free her up for other tasks.

Barbara and Marcia continue to work on the web site to make sure we have up to date, state of the art functions on our web site.

# Programs

Upcoming programs we are gearing up for are Mike Rogers “Outside Lookin In” on Sept 27th at 7 pm. He is a blind musician who plays guitar and harmonica and has performed with John Perrault and other famous bands. He lives in Portsmouth.

Margo Burns, a descendant of Rebecca Nurse will talk about Salem Witchcraft on October 25th at 7 pm through the NH Humanities programs.

November 2nd at 7 pm at the Town Hall the library will host Jeff Belanger, renowned paranormal expert, author, and TV host.

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| Most popular library materials for FY16 |
|  | Title | Author |
| PASS MUSEUM OF FINE ART  | Museum of Fine Art - Patron Pass |   |
| DVD | Woman in Gold. |   |
| Nonfiction | The boys in the boat : nine Americans and their epic quest for gold at the 1936 Berlin Olympics | Brown, Daniel, |
| Audio Book | Go set a watchman : a novel | Lee, Harper, |
| Fiction | The girl on the train | Hawkins, Paula. |
| Mystery | The crossing : a novel | Connelly, Michael |

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| North Hampton Public Library |
| **NHPL** | **collection** | **patrons** | **circulation** | **meetings** | **DVD's/movies** | **e-books** | **audio books** | **computer use** | **museum passes** | **interlibrary loans** |
| 2000 | 26666 | 1800 | 37503 |  | 2966 |  | 1383 |  |  | 694 |
| 2001 | 28319 | 2076 | 41965 | 270 | 3375 |  | 1573 |  |  | 559 |
| 2002 | 29510 | 2465 | 45847 |  | 4949 |  | 1828 |  |  | 1222 |
| 2003 | 29882 | 2723 | 45932 | 285 | 5836 |  | 1566 | 1121 |  | 1165 |
| 2004 | 30868 | 2947 | 43943 | 250 | 6310 |  | 1975 | 2069 |  | 1070 |
| 2005 | 32072 | 3133 | 46939 | 262 | 6261 |  | 1924 | 2437 |  | 1123 |
| 2006 | 34573 | 3167 | 45891 | 262 | 5608 |  | 1887 | 2200 |  | 1011 |
| 2007 | 35863 | 3326 | 41388 | 247 | 5201 |  | 1661 | 2374 |  | 875 |
| 2008 | 36555 | 3417 | 43294 | 262 | 6259 |  | 1714 | 2298 | 173 | 776 |
| 2009 | 35915 | 2979 | 45884 | 333 | 7921 | 6 | 1914 | 2599 | 206 | 1050 |
| 2010 | 36110 | 3123 | 46309 | 327 | 9027 | 102 | 2715 | 2739 | 250 | 821 |
| 2011 | 37355 | 3318 | 49157 | 277 | 10024 | 433 | 2101 | 3030 | 238 | 700 |
| 2012 | 36667 | 3456 | 43442 | 203 | 9229 | 458 | 2271 | 2695 | 237 | 503 |
| 2013 | 37052 | 3633 | 45887 | 243 | 9084 | 985 | 2366 | 2438 | 158 | 526 |
| 2014 | 36164 | 3749 | 46270 | 297 | 8510 | 1765 | 2459 | 2269 | 244 | 568 |
| 2015 | 36562 | 3443 | 45515 | 299 | 7587 | 1920 | 1937 | 2343 | 246 | 575 |
| 2016 | 34903 | 3602 | 42853 | 329 | 6578 | 2014 | 2851 | 2435 | 325 | 544 |

Respectfully submitted

Susan Grant, Director