Librarian’s Report – North Hampton Public Library

November 8, 2017

Susan Grant, Director

# Building

No building issues this month. Will be scheduling to have the carpets cleaned since the ceiling construction and dust that has settled everywhere. Our fax line wasn’t working, but FirstLight managed to fix the problem remotely. We are replacing the scratched display monitor that we use behind the circulation desk to market library information and programs—Ricci won’t pay for it. The old one will be given to the Town Offices – they said they could use it.

# Operations

The 275th Anniversary celebrations were successful. The library signed up the trolley tours and both were full. People came to the library, but only a few looked at the display which is still up in the Craig Room. The WPA Federal Music project of the 1930’s concert with Leslie Amper on Oct 20th was a success with approx. 38 people attending at Centennial Hall. Several library goers attended as well as those from the community.

We are working on signage in the library—for visual effect and also to help patrons know where various parts of the collection are located.

The library will be closed the day after Thanksgiving, and open the Saturday after, as usual. Christmas falls on a Monday, so we will be open the Saturday before Christmas, but would like to close the day after Christmas, since Christmas Eve is on a Sunday. This gives staff more time to travel and be with family.

We signed up 25 new patrons in October, the most in any one month so far this fiscal year.

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| **FY18** | **July 2017** | **Aug 2017** | **Sept 2017**  **Closed 9 days** | **Oct 2017** |
| **NHPL circulation** | **3485** | **3257** | **1773** | **2406** |
| **Overdrive ebooks downloaded** | **138** | **143** | **163** | **142** |
| **Overdrive audiobooks downloaded** | **99** | **128** | **123** | **102** |
| **EBSCO sessions** | **13** | **46** | **26** | **33** |
| **Transparent Language sessions** | **1** | **4** | **1** | **7** |
| **Ancestrylibrary sessions** | **7** | **13** | **9** | **21** |
| **Valueline** | **180** | **168** | **159** | **176** |
| **Freading (subscription started October 2016)** | **2** | **5** | **3** | **expired** |
| **Hoopla** | 101 | **119** | **113** | **107** |
| [**Lynda.com**](http://Lynda.com) | **12** | **14** | **19** | **20** |
| **Morningstar** |  | **1** | **0** | **1** |
| **Total Circulation & usage statistics** | **3950** | **3597** | **2098** | **2888** |

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| **Other statistics** | **July 2017** | **Aug 2017** | **Sept 2017** | **Oct 2017** |
| **Monthly number of people visiting the library** | **2095** | **2688** | **1165** | **1586** |
| **Meetings held in the library** | **29** | **23** | **21** | **29** |
| **Public Computer Users** | **199** | **271** | **130** | **218** |
| **Museum passes used** | **45** | **29** | **22** | **21** |
| **Number of unique NHPL patrons who checked items out per month FY18** | **469** | **450** | **314** | **383** |
| **New NHPL Patrons** | **14** | **18** | **9** | **25** |
| **Unique Users Overdrive** | **72** | **73** | **78** | **72** |
| **New Overdrive users** | **3** | **3** | **8** | **4** |
|  |  |  | **closed 9 days** |  |

# Financial

I met with the auditor from Melanson Heath and went over some procedures we will be instituting involving the treasurer. Otherwise, there were no big issues regarding financial matters. There were uncleared transactions (voided checks and other duplicate entries not cleared in the past) in both accounts that were resolved and a record of those transactions are on the October bank reconciliation reports.

The budget for FY19 that we will be presenting Nov 20th to the Budget Committee was revised slightly to reflect a 6.4% maximum anticipated increase in health insurance, and a guaranteed 2.4% increase in dental insurance. The budget will be presented to the Select Board Nov 13th for review as well.

The reconciled operating account TDBank1007 balance Oct 31st was $45,449.26. The reconciled non-appropriated funds account TDBank1853 balance Oct31st was $77,422.09. The invested funds balance in Citizens Bank account 1596 was $2900.20, and Citizens Bank account #9170 balance was $15265.60. The Capital Reserve account held by the town balance as of Oct 31st was $334.247.20.

# Staff

The entire staff except for Marge Schreier who was on vacation participated in the active shooter training coordinated by the Seacoast Area Libraries Cooperative at Seabrook Library on October 19th. A Newington Police Officer provided the training which was very informative. We will discuss reviewing this information on a regular basis to ensure we will be more prepared.

I attended the NELA conference in Burlington, Vermont Oct 22-24th which provided new ideas and insights for future possibilities for the library. Workshops I attended included one on creating a greenspace in the community, creating a tech space in the library using space we already have, and a workshop on customer service. The luncheon speaker was author Ann Hood who gave a wonderful talk.

# Adult Services Report for Trustees Meeting-November 2017

Liz Herold, Adult Services Librarian

Notes

* The most popular fiction books to checkout in October were ***The Right Time***by Danielle Steel and ***Don’t Let Go*** by Harlan Coben.
* The book with the most reserves was ***Manhattan Beach*** by Jennifer Egan.
* The most popular non-fiction book was ***To the New Owners: a Martha’s Vineyard Memoir*** by Madeleine Blais.
* The most popular DVDs to checkout were *Alone in Berlin, Beatriz at Dinner* and *My Cousin Rachel.*
* The knitting group, Sticks in the Stacks, has been meeting weekly (Tuesday evenings) to great attendance.

Upcoming programs

* Sky watch scheduled for November 7th at 630pm with New Hampshire Astronomical Society was cancelled due to cloudy weather.
* The Black Bears of New Hampshire presented by the NH Fish & Wildlife Stewards Program is scheduled for Tuesday, November 14th at 630pm.
* iPhone and iPad 101: Using Your Device is scheduled for Thursday, November 30 at 6:30pm. Presented by NH iPhone Repair, they are offering a free presentation on the basics of your iPhone and iPad with demos and would like participants to bring their own devices.
* *After Spring*, a documentary about the Syrian refugee crisis will be shown Thursday Nov 9th at 3 and 6 pm. Dawn Hamdi recommended this movie which has been shown in other libraries in New Hampshire. Dawn is contacting the schools to let them know we are showing the film.
* Linda Shenton Matchett, who is a NH author, will present a program Tues. Nov 28th at 6:30 pm *-- More Than Rosie the Riveter*, which is about women and their roles during WWII. She will bring some of her books, but the program is about this historic subject.

Ongoing programs-

* Friday Flicks- Every Friday at 2pm schedule is: Friday, November 3 is *The Book of Henry*, rated PG-13, Friday, November 17 is *The Glass Castle*, rated PG-13, Friday, December 1 *Wind River*, rated R, and Friday, December 8 is *The Dark Tower*, rated PG-13.
* Wellness book club- Meeting Monday, November 27 at 3:30 to discuss ***To the Bright Edge of the World*** by Eowyn Ivey.
* Hooked on books book club’s next meeting is Thursday, November 16 at 7pm to discuss ***Being Mortal*** by Atul Gawande.