

Pillsbury Free Library Director's Monthly Report for December 2013

Statistics *After August 5, all statistics are generated by the new KOHA system – some reports odd
NOTE: statistics from KOHA may contain errors – reports vary; we will be asking about accuracy this month

2013	Jan	Feb	Mar	Apr	May	June	July*	Aug*	Sept	Oct	Nov	Dec	2013 YTD	2012 Y
Adult	1291	1246	1267	1277	1042	1198	1460	1100	1146	1225	1147		13399	14944
Ch/YA	1465	1215	1597	1566	1470	1243	2167	1123	1515	1754	1377		16492	19001
Mags	97	115	116	114	86	82	87	57	85	98	80		1017	1187
e-audio	63	63	65	55	54	53	54	62	56	54	43		622	742
e-book	106	118	108	101	110	88	88	69	88	46	60		982	724
Total	3022	2757	3153	3113	2762	2664	3856	2411	2890	3177	2707		32512	36598
EBSCO	10	12	10	12	14	13	21	1	22	?	15		130?	204

ILL	Jan	Feb	Mar	Apr	May	June	July*	Aug	Sept	Oct	Nov	Dec	YTD	2012
In	84	79	67	79	56	61	65	46	47	51	49		684	807
Out	60	70	65	72	62	71	89	61	85	56	66		757	842
Total	144	149	132	151	118	132	154	107	132	97	115		1431	1649
<i>docs</i>														
Ancestry	10	0	16	0	0	17	17	17	32	123	54		269	292
Heritage	111	65	63	26	13	16	59	96	40	6	87		582	1778
Mango Lan	19	21	7	15	5	4	4	2	0	0	0		77	161
Computer	230	201	222	269	228	240	280	220	223	244	184		2541	2784
Passes	4	19	9	7	6	12	13	13	5	6	6		94	83

Resource Name	Sessions	Searches	Docs/month	Docs/YTD
Ancestry	3	80	54	269
HeritageQuest	24	56	87	582
EbscoHost	9	22	15	130+oct
	sessions	Languages	lessons	Lessons/yr
Mango languages	DISCONT	1	2	77

Overdrive audio/ ebook: **New users** 9/ month, 104 ytd; **Indiv. users** 34 month, 122 ytd
 Downloads 103: (60 ebook (22 kindle), 43 audio)

New Borrowers 8 month, 142 YTD left/died 5

Gifts, Donations and Volunteers to thank:

Hooksett Public Library Study carrel – picked up and delivered by Selectman David Hartman.
 Volunteer appreciation: Regular volunteers (and trustees) were invited to the Town Employee/ volunteer Potluck lunch on Dec. 19 at Town Hall. The library is bringing enough food so they won't need to.

News & Information

Grants

Application for the Preservation Alliance grant was approved November 26 and a letter of agreement has been signed and returned.

After additional architectural firms were contacted for comparison, SMP Architecture was confirmed as the building committee's choice for the building condition assessment. Tina has contacted SMP about a rewording of the payment schedule on their proposal form to match the grant terms.

Technology:

ILS (KOHA Catalog): we are trying a new method for entering interlibrary loan books in the system.

Equipment upgrade: New switch panels and firewall have been ordered and will be set up by Dan Watts.

FUTURE: Dan has made a suggestion that the old server be replaced with a quieter energy efficient NAS unit. These can cost up to \$380 but will save a lot on energy and provide more secure backups for the files. He also noted that the new chromebook laptops are cheap (\$180 – 250) and be used/lent out for email etc.

Maintenance: Generator maintenance is completed.

Personnel:

The Town will be changing the employee Health Insurance carrier and plan: we will be using Harvard Pilgrim's HMO plan. The library's 95% share will be \$19,443, a savings of about \$240 from Anthem for 2014, but an increase of about \$500 above 2013. Employee 5% share for family plan will be \$1024. The plan's copay and prescription terms are slightly better than Anthem.

Staff hours and total personnel budget have been estimated to end of year, and appear to be within budget in spite of extra training hours for the ILS transition.

Nancy will be taking some time off after Christmas.

Budgeting:

The Currier Gallery Pass went up from \$65 to \$80. Nancy edited the budget for 2014 accordingly.

Public programs and activities:

Saturday Dec. 14. Story time 10:30 AM Warner Holiday Shopping Tour day, Bags, books, T-shirts for sale. Tree is decorated at Town Hall. (Dig into reading, bookworm ornaments)

Meetings attended:

KACC Warner group Wed Nov 20.

JLMC Joint loss management committee (Nov. 21); Town depts. meeting, & Health ins. meeting Dec 5

Budget Committee November 21 and Selectboard Nov. 26 meetings with Trustee chair Jeanne Hand.

WOTM library coop quarterly meeting in Hillsboro Dec 6.

Staff Meetings/ training: Dec 16, Potluck brunch.

Building committee: Dec 10, Personnel committee: Dec. 16

Future Calendar:

Dec 17 Trustees 7 pm

KACC Warner: Dec 18 at 8 am

Dec 24 -25 CLOSED for Holiday

Dec 28 Undecorate the tree at Town Hall – volunteers appreciated (9 am)

Jan 1 CLOSED for holiday

Jan 8 KOHA NHAISlocal conference phone/ internet at 2:15 pm

Jan 13 Staff meeting

Jan 13? Community Leaders Lunch: January 13 or 15 (TBA)

Jan 20 CLOSED for holiday

Jan 21 Trustees 7 pm

Nancy is looking into affordable documentary movies to show in the winter months.

Feb 10 Staff meeting

Feb 13 Button Up NH workshop on weatherization cooling for homeowners - Energy Committee.

Feb 17 CLOSED for holiday

Feb 24-28 KRSD vacation week

Mar 6 CHILIS conference (SUE)

Mar 6 or 13 WOTM coop in Hopkinton

April 4 Great Stone Face party 5-7 pm

April 12 Book Nook group Play 3 pm

April 13-19 National Library Week

April 20 -25 KRSD vacation Week

April 23-24 NHLA Conference (or 24-25?)

May 21 NHHHC program on Margaret Bourke-White, photographer, cosponsored by the Warner Historical Society and the Mountain View Senior Center.

May 26 Closed for holiday

July 5 Closed for holiday

Respectfully submitted,

Nancy Ladd, Library Director