TUCKER FREE LIBRARY ANNUAL REPORT FOR 2020

hat a year it has been... A year so tumultuous the Oxford English Dictionary editors could not settle on one word of the year. Instead they listed 45, including anthropause and Zoombombing. Along with a global pandemic known as COVID-19 caused by the novel coronavirus SARS-CoV-2, the US experienced civil unrest (Black Lives Matter Movement) stemming from several police brutality incidents, and a Presidential election which engaged a record 156 million people to vote during a global pandemic.

In early March of 2020 the Board of Trustees reconsidered warrants for expenses related to the Library Accessibility and Safety Building Project. They chose not to pursue funding for a Capital Campaign consultant and continued design work in advance of construction during the 2020 Town Meeting. The groundwork however, does continue. Trustees of the Tucker Free Library (TFL) submitted the project for consideration and inclusion in the Henniker Capital Improvement Plan. The TFL director worked with SMP Architecture to complete a <u>Condition Assessment with Preservation</u> <u>Guidelines for Tucker Free Library</u>. This document is required when applying for Land & Community Heritage Investment Program (LCHIP) grants, of which various components of the building project might be eligible. It is the plan to relaunch the project campaign in 2021.

When the COVID-19 State of Emergency was executed on March 13, 2020, libraries across the state closed their doors. Staff, including those at TFL, worked from home until our library re-opened on June 9, 2020 with curbside services. From the very beginning, staff members began preparing for the day they could once again offer traditional library service. They procured personal protective equipment, they participated in state-wide committees, and they attended continuing education programs all with the goal of ensuring the health of staff and community members. Staff members presented trustees with a flexible pandemic service plan that included curbside service through the summer. The next phase of service allowed for a brief return to some sense of normalcy when the doors opened to the public for browsing in September. We reverted to curbside service in December when there was the potential for increased cases of COVID-19 in Henniker.

Amidst the turmoil of 2020, the TFL staff remained connected with the Henniker community. During the early days of the COVID-19 shutdown, staff procured digital content for patrons, they produced literary-based cooking and craft demonstrations, cooperated with publishers to post online story times, and created book-based digital activities and storytime for families. Staff worked with the Friends of Tucker Free Library (FTFL) to offer a summer reading program, complete with thematic, age appropriate "take and make" craft projects. This year we even had a program for adults; a very popular local eatery gift certificate raffle for our loyal patrons, branded as "Friends Helping Friends and Neighbors."

Summarizing the year is impossible without consideration of the challenges that we all struggled with and how library services evolved. As we close out the year and digest the enormity of the situation, the true impact is yet to be seen but, the struggle has made us stronger. Our library service model is better for having lived through 2020! eartfelt thanks go out to Patti N. Osgood as she hangs up her Trustee hat! Joining the board in 2000, she has served as Chair since 2009. During her tenure she has proven why she was the NHLTA Trustee of the Year in 2013 and our beloved TFL was Library of the Year in 2018.

She has worked tirelessly to improve library services for everyone in Henniker. She has fearlessly stood up for the library, successfully arguing for and securing adequate funding for library operations.

Patti has been a stalwart supporter of the Tucker Free Library staff. Her leadership is evident in the many achievements and accomplishments of staff. She gently pushed library management to create an environment of continuous improvement of library services and professional enrichment for staff through her advocacy.

Sign up for the TFL newsletter for regular updates on library activities. Join the Friends of Tucker Free Library. Go to www.tuckerfreelibrary.org.

riends of Tucker Free Library, a 501c(3) non-profit organization, proved to be a formidable group in 2020. Meeting virtually on Saturday mornings, this group didn't let a global pandemic stand in the way of achieving their goals. Not only did they add to their membership roll, but the donations received allowed them to fund summer reading activities for youth and adults. Most recently, they funded and decorated the TFL for the 1st Ever Henniker Holiday Spirit Contest.

At their annual meeting on December 6th, their annual report and financial statement was reviewed. The 2021 Executive Board was also elected. The officers include Naomi Praul, Chair, Sylvia Lennox, Vice Chair, Rob Reno, Secretary, Ellen Chase-Lucard, Treasurer, and Mary Corsetti, Past Chair. Anne Crotti continues as TFL Board liaison.

PATRON USE STATISTICS

CATEGORY	PATRONS	CIRCULATION
New Patrons	101	
Adult Residents	1,675	9,213
Juvenile Residents	566	1,091
Interlibrary Loan Partners	227	630
NEC Students/Residents	2	2
NEC Staff	7	41
Tucker Free Staff	19	690
SAU 24 Full Time Staff/Non-Resident	11	2
Provisional	21	9
Non-Resident \$50 Fee Paid	3	29
Henniker Town Employee/Non-Resident	2	1
Home Delivery	4	16
Book Club	1	38
TOTAL	2,538	11,762
2020 Library Appropriation	\$	229,379.09
Money Saved by Henniker Residents Using TFL	\$	170,692.69

MATERIAL USE STATISTICS

NUMBER OF	CIRCULATION
Materials checked out at Library	12,284
Materials downloaded by patrons	6,665
Materials checked out by Interlibrary Loan Partners	630
Interlibrary loan requests made by our patrons	341
Access of electronic databases	201
Reads-To-Go Books Checked Out	1
	20.122

COLLECTION STATISTICS

MATERIAL AREA	ADDED	DISCARDED
Adult Materials	1007	2,404
Early Readers	157	16
Middle Readers	104	12
Teen Readers	18	191
Audio Materials	42	2
Video Materials	86	15
	1,414	2,640

eCONTENT - NH DOWNI OADS

	2008	\$
	2009	\$
App Store	2010	\$
	2011	\$
	2012	\$
Get it from Microsoft	2013	\$
. —	2014	\$
nhnewhampshire	2015	\$
Brought to you by your NM public library	2016	\$
	2017	\$
	2018	\$

		0			
	YEAR	MI	EMBERSHIP FEE	CIRCULATION	COST/CIRC
	2008	\$	500.00	759	\$ 1.32
	2009	\$	550.00	1,090	\$ 0.50
Download on the App Store	2010	\$	550.00	1,308	\$ 0.42
Get IT ON Google Play	2011	\$	700.00	1,819	\$ 0.38
	2012	\$	875.00	3,018	\$ 0.29
Get it from Microsoft	2013	\$	1,000.00	3,841	\$ 0.26
	2014	\$	1,103.00	3,979	\$ 0.25
newhampshire	2015	\$	1,103.00	4,989	\$ 0.22
iownloadable Books Consortium 1 by <u>your</u> NH public library	2016	\$	1,159.00	5,201	\$ 0.22
	2017	\$	1,337.00	5,853	\$ 0.22
	2018	\$	1,676.00	6,390	\$ 0.26
	2019	\$	1,751.00	6114	\$ 0.28
	2020	\$	1,890.00	6665	\$ 0.28

DONATIONS RECEIVED

MARTHA NEMICCOLO For the Mary F. Kjellman Fund

DARBY MCGRAW General Fund

LORINDA ROUTON For the great book worms, Gary McGrath and Walter & Angela Robinson

KELLI CONNEELY General Fund

JOSEPH & JOANNE GRADY To Honor Family

STEPHEN & PATRICIA ST. LAURENCE In Memory of J. Douglass Paul, Jr.

RODNEY & CAROLYN PATENAUDE For the Robert N. Fitch Fund

MICHAEL SKOCAY In Memory of Joan Manoli

IN-KIND SERVICE

TO THE FRIENDS OF TUCKER FREE Who helped library staff shine during a year of darkness.

THANKS FOR THE ... Many other anonymous and gracious acts of kindness and volunteerism, especially the garden stewards who took it upon themselves to weed the front gardens!

SUPPORT & KINDNESS

To the staff of Tucker Free Library. You rolled with all the ambiguity and didn't let it get you down. You harnessed your creativity, engaged in problem solving, and came up with new ways to serve our patrons.

THIS REPORT IS SUBMITTED BY...

Lynn M. Piotrowicz, M.A., M.L.S. Library Director

ON BEHALF OF THE TRUSTEES OF THE TUCKER FREE LIBRARY ...

Patti N. Osgood, Chair John Capuco, Vice Chair Debra Kreutzer, Treasurer Anne Crotti, Co-Recording Secretary Angelica Ladd, Co-Recording Secretary

OPERATIONAL BUDGET

Expenses		Income	
Town Appropriation - Operating Budget	\$ 34,340.61	Town Appropriation - Operating Budget	\$ 34,340.61
Heating Oil	\$ 4,201.32	Heating Oil	\$ 4,201.32
Personnel	\$ 190,909.09	Personnel	\$ 190,909.09
Meetings/Membership/Mileage	\$ 150.00	Contribution Overdue	\$ 32.00
Staff Development	\$ 25.00	Copier	\$ 412.00
Books	\$ 13,567.09	DVD FINES	\$ 224.00
Audio Books	\$ 915.41	Non-Resident Cards	\$ 50.00
Downloadable Content	\$ 857.59	Damaged/Lost Books	\$ 219.00
Periodicals	\$ 482.84	Damaged/Lost Audio	\$ 24.00
DVD - Appropriation Fund	\$ 750.00	COVID-19 Supplies (GOEFFER FUNDS)	\$ 5,037.64
DVD - Fine Revenue	\$ 473.91	Willis Cogswell Fund	\$ 18,240.40
General Maintenance	\$ 8,638.00	Town Trust Funds	\$ 13,319.00
Building Repairs	\$ 609.36	Established Trust Fund Donation	\$ 575.00
Utilities	\$ 6,346.00	Memory/Honor Donations	\$ 472.76
Supplies	\$ 3,108.52	General Purpose Donations	\$ 475.00
COVID-19 Supplies	\$ 7,937.99	Sale of Surplus	\$ 63.00
Technical Maintenance	\$ 310.00	For Friends of Tucker Free Library	\$ 25.00
Equipment	\$ 962.00	Cat's Meow Sold	\$ 20.00
Library Programs - Contracted	\$ 3,905.00	NHPA Grant - 50% Matching Fund	\$ 1,750.00
Library Program -Speaker & Sup	\$ 123.83	Moose Plate Grant	\$ 3,120.00
Trustees of the Trust Fund	\$ 575.00	NHHC Speaker Reimbursement	\$ 400.00
For Friends of Tucker Free Library	\$ 25.00	Design Work	\$ 46,655.50
NHPA Grant - 50% Matching Fund	\$ 1,750.00	2019 Unexpected/Reserved Funds	\$ 10,374.91
Moose Plate Grant	\$ 3,120.00	Total Income	\$ 296,599.62
NHHC Speaker Reimbursed	\$ 400.00		
NHHC Speaker Mileage Expense	\$ 60.00	REVENUE OVER EXPENDITURES	\$ (258.83)
Design Work	\$ 46,655.50		
Total Expenses	\$ 296,858.45	RESERVED FUNDS	
		Total Trust Fund Reserved	\$ 5 499 32

D/RESERVED FUNDS	\$ 7,689.30
Total	\$ 7,948.13
Beres Fund	\$ 2,000.00
Vivian Allen	\$ 448.81
Total Trust Fund Reserved	\$ 5,499.32

TRUST FUND ACCOUNTING

UNEXPENDED/RESERVED FUNDS

TRUSTEES OF TOWN TRUST FUNDS MANAGED	EXPENDITURE CATEGORY	REC	CEIVED 2020	BALANCE 12/31/19	E	EXPENDED 2020	ONATIONS TO 2019	T	DEPOSIT D TRUST FUND	1	2/31/2020
L.A. Cogswell	LIBRARY OPERATIONS	\$	1,777.48	\$ -	\$	1,459.54	\$ -	\$	-	\$	317.94
Dr. Francis O. Holmes	MEMORIAL BOOKS	\$	138.38	\$ 30.02	\$	69.74	\$ -	\$	-	\$	98.66
D.W. & E. Cogswell	LIBRARY OPERATIONS	\$	1,151.78	\$ -	\$	945.76	\$ -	\$	-	\$	206.02
A.D. Huntoon	LIBRARY OPERATIONS	\$	78.82	\$ -	\$	64.73	\$ -	\$	-	\$	14.09
Marjorie B. Bennett	MEMORIAL BOOKS	\$	765.58	\$ 196.12	\$	531.97	\$ -	\$	-	\$	429.73
Scott J. Berry	MEMORIAL BOOKS	\$	136.81	\$ 356.02	\$	40.42	\$ -	\$	-	\$	452.41
Mary F. Kjellman	MEMORIAL BOOKS	\$	214.77	\$ 122.42	\$	68.73	\$ 275.00	\$	275.00	\$	268.46
James W. Doon	MEMORIAL BOOKS	\$	63.74	\$ 395.37	\$	-	\$ -	\$	-	\$	459.11
Preston Fund	LIBRARY OPERATIONS	\$	801.79	\$ -	\$	658.37	\$ -	\$	-	\$	143.42
Alice V. Colby	LIBRARY OPERATIONS	\$	23.70	\$ -	\$	19.47	\$ -	\$	-	\$	4.23
George W. Tucker	LIBRARY OPERATIONS	\$	7,535.66	\$ -	\$	6,187.71	\$ -	\$	-	\$	1,347.95
Robert N. Fitch	MEMORIAL TECHNOLOGY	\$	507.09	\$ 1,137.91	\$	-	\$ 300.00	\$	300.00	\$	1,645.00
Walter K. Robinson	MEMORIAL BOOKS	\$	123.58	\$ 12.53	\$	23.81	\$ -	\$	-	\$	112.30
		\$	13,319.18	\$ 2,250.39	\$	10,070.25	\$ 575.00	\$	575.00	\$	5,499.32