

New Hampshire State Library

PUBLIC LIBRARY REPORT FOR 1954

Required. Rev. Laws, 1942, Ch. 15, Sect. 60. Officials failing to report are liable to a fine not exceeding \$500. Sect. 65.

(Please do not write above this line.)
 Name of Library Town Library Town Hanover, N.H. (Etna)
 Librarian (Miss, Mrs. or Mr.) Mrs. Corliss Greenwood Date appointed Feb. 1, 1954
 Post office address Etna, N.H. Telephone (Library or home) Hanover 774-W

CIRCULATION AND USE (count magazines as non-fiction)

Adult non-fiction lent 691 Adult fiction 696 Books for children 694 Total 2081
 Recordings 35 Microfilm _____ Films _____ Other _____ Total _____

BOOK STOCK

	Adult	Juvenile	Total
Number of volumes at beginning of year	<u>2979</u>	<u>705</u>	<u>3684</u>
Number of volumes added during year	<u>50</u>	<u>26</u>	<u>76</u>
Total	<u>3029</u>	<u>731</u>	<u>3760</u>
Number of volumes discarded during year	<u>0</u>	<u>0</u>	<u>0</u>
Total number of volumes at end of year	<u>3029</u>	<u>731</u>	<u>3760</u>
Number of recordings owned by library	<u>27</u>		
Number of films owned by the library	<u>0</u>		
Number of reels of microfilm owned by the library	<u>0</u>		
Number of newspapers currently received	<u>0</u>		
Of periodicals		<u>15</u>	

FINANCES

The report should include balances, receipts, and expenditures of income from endowed funds as well as from town funds.

Receipts	\$	Expenditures	\$
*Town Appropriation	<u>1,000</u>	Salaries: Librarian	<u>347.25</u>
Income from endowment		at	
Gifts (money for current use)		at	
Fines and rentals		Books	<u>30.22</u>
Other sources		Periodicals	<u>41.50</u>
		Binding	
		Recordings	<u>5.00</u>
		Microfilm	
		Films	
		Janitor's salary	<u>108.85</u>
Balance previous year		Other ins., heat, light, supplies	<u>190.41</u>
Total		Total expenditures	<u>783.23</u>
		Balance at end of year	

*Include salaries and paid bills from general town funds.

Signed Phoebe J. Stahms
 (Treasurer of board of library trustees)

REGISTRATION

Number of registered borrowers: Adult 46 Juvenile 59 Total 105
 Is the registration period three years? no If not, what is it? no set time

HOURS:

Daily: number of hours per week
 Otherwise: days of week and time Wed. 12:45 to 4:30, Sat. 12:45 to 3:45 Total for week 6 3/4 hrs.

SERVICE

Reference

Number of questions answered in less than 10 minutes

Number of questions answered in more than 10 minutes

Total

Number of talks by staff

Number of story hours

Number of discussion groups sponsored by library

Number of film programs for children

Number of film programs for adults

Total

Exhibits prepared by the library for display within the library

Exhibits prepared outside library

Community meetings attended by trustees, librarian or staff members to represent the library
 and its interests

STAFF

Full time Mrs. Corliss Greenwood

Part time

TRUSTEES: Name, address, date expiration of term.

Chairman MRS. JOHN STEBBINS - ETNA, N.H. 1956

MRS. ALVIN POHANI - ETNA, N.H. 1957

ADNA L. CAMP ETNA, N.H. 1955

Signed Phoebe S. Stebbins

Chairman of the trustees

Date April 6, 1955

PLEASE RETURN THIS REPORT IMMEDIATELY

EXTENSION DIVISION—STATE LIBRARY—CONCORD, NEW HAMPSHIRE

PUBLIC LIBRARY REPORT FOR 1956

302
731
376

Required. RSA 202:11. Officials failing to report are liable to a fine not exceeding \$500. RSA 202:16.

(Please do not write above this line.)

Name of Library Hanover Town Library Town Hanover
 Librarian (Miss, Mrs. or Mr.) Mrs. Corliss Greenwood Date appointed January 1954
 Post office address Etna, N.H. Telephone (Library or home) Han - 784 - w

ANNUAL CIRCULATION AND USE (count magazines as non-fiction)

Adult non-fiction loaned 396 Adult fiction 261 Books for children
352 Total 752
 Recordings 37 Microfilm _____ Films _____ Other _____ Total 37

BOOK STOCK

	Adult	Juvenile	Total
Number of volumes at beginning of year	3029	731	
Number of volumes added during year	36	6	42
Total			
Number of volumes discarded during year	453	23	476
Total number of volumes at end of year			
Number of recordings owned by library	9	29	38
Number of films owned by library	0	0	0
Number of reels of microfilm owned by library	0	0	0
Number of magazines currently received	8	2	10
Number of newspapers currently received	0	0	0

FINANCES FOR THE FISCAL YEAR BEGINNING Jan. 1, 1956 ENDING Dec. 31, 1956

The report should include balances, receipts, and expenditures of income from endowed funds as well as from town funds.

Receipts

Expenditures

*Town Appropriation	1,000	Salaries: Librarian	286.00
Income from endowment		Assistant	
Gifts (money for current use)		Assistant	
→ Fines and rentals		Books	22.87
Other sources		Periodicals	42.42
		Binding	
		Recordings	
		Microfilm	
		Films	
		Janitor's salary	157.73
Balance previous year		Other repairs, heat, light, supplies	175.21
Total		Total expenditures	684.23
		Balance at end of year	none - any

*Includes salaries and bills paid
from general town funds.

Signed Phoebe S. Stubbins
(Treasurer of board of library trustees)

Balance goes back to
Town

REGISTRATION

Number of registered borrowers: Adult Juvenile Total

HOURS LIBRARY IS OPEN

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Total
.....	1:30 - 4:30
.....

SERVICE

Reference

Number of questions answered in less than 10 minutes

Number of questions answered in more than 10 minutes

Total

Number of talks by staff

Number of story hours

Number of discussion groups sponsored by library

Number of film programs

Total

How many schools this past year had classroom collections from the library?

How many organized school classes visited the library?

How many villages or smaller geographical units in town had book collections from
any source this year?

Did any hospitals or institutions in town have collections this year?

What organized groups used the library this year regularly?

Occasionally?

ADMINISTRATION

Does the library subscribe to A. L. A. Booklist (\$6.00 a year)? No

N. Y. Herald Tribune or N. Y. Times Weekly Book Review? No

To what other book selection aids does it subscribe?

Who selected the books? Librarian Trustees ☒ Book Committee Other

What proportion of book fund was spent for children's books? 1/2

Does the library subscribe to Reader's Guide to Periodical Literature? No

The Abridged Reader's Guide to Periodical Literature? No

Has the library acquired an encyclopedia since 1950? No If so, which?

STAFF

Full time (over 30 hrs. a week)

Part time 3 hrs. a week

TRUSTEES: Name, Address, date expiration of term.

Chairman

..... Adna Camp

..... Helene Poland (Mrs. Alvin)

..... Phoebe Stebbins (Mrs. S.J.)

Please place check mark preceding the names of those trustees who should receive the bulletin. Give address.

Signed

Chairman of the trustees

Date

PLEASE RETURN ONE COPY OF THIS REPORT IMMEDIATELY
EXTENSION DIVISION—STATE LIBRARY—CONCORD, NEW HAMPSHIRE

New Hampshire State Library

PUBLIC LIBRARY REPORT FOR 1957

Required. RSA 202:11. Officials failing to report are liable to a fine not exceeding \$500. RSA 202:16.

(Please do not write above this line.)

Name of Library Hannover Town Stratford, N.H.
 Librarian (Miss, Mrs. or Mr.) Mrs. R. H. Abbott Date appointed Feb. 1, 1958
 Post office address Stratford, N.H. Telephone (Library or home) Lebanon 967-42

ANNUAL CIRCULATION AND USE (count magazines as non-fiction)

Adult non-fiction loaned 260 Adult fiction 179
 Books for children 342 Total 781
 Recordings Microfilm 0 Films 0 Other 0 Total

BOOK STOCK

	Adult	Juvenile	Total
Number of volumes at beginning of year	<u>3065</u>	<u>737</u>	
Number of volumes added during year			
Total			
Number of volumes discarded during year			
Total number of volumes at end of year			
Number of recordings owned by library	<u>9</u>	<u>35</u>	
Number of films owned by library	<u>0</u>	<u>0</u>	<u>0</u>
Number of reels of microfilm owned by library	<u>0</u>	<u>0</u>	<u>0</u>
Number of magazines currently received	<u>8</u>	<u>2</u>	
Number of newspapers currently received	<u>0</u>	<u>0</u>	<u>0</u>

FINANCES FOR THE FISCAL YEAR BEGINNING 1-1-57, ENDING 12-31-57

The report should include balances, receipts, and expenditures of income from endowed funds as well as from town funds.

Receipts	Expenditures
Income from endowment	Salaries: Librarian <u>158.00</u>
Gifts (money for current use)	Assistant
Fines and rentals	Assistant
Other sources	Books <u>16.90</u>
	Periodicals <u>24.25</u>
	Binding
	Recordings
	Microfilm
	Films
Balance previous year	Janitor's salary <u>94.20</u>
Total	Other <u>Repairs, heat, light</u> <u>114.07</u>
	Total expenditures <u>407.44</u>
	Balance at end of year

*Includes salaries and bills paid from general town funds.

Signed _____
 (Treasurer of board of library trustees)

goes to back Town

REGISTRATION

Number of registered borrowers: Adult Juvenile Total

HOURS LIBRARY IS OPEN

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Total
.....	3	3
.....

SERVICE

Reference

Number of questions answered in less than 10 minutes

Number of questions answered in more than 10 minutes

Total

Number of talks by staff

Number of story hours

Number of discussion groups sponsored by library

Number of film programs 0

Total

How many schools this past year had classroom collections from the library?

How many organized school classes visited the library?

How many villages or smaller geographical units in town had book collections from
any source this year?

Did any hospitals or institutions in town have collections this year?

What organized groups used the library this year regularly?

Occasionally?

ADMINISTRATION

Does the library subscribe to A. L. A. Booklist (\$7.00 a year)? No

N. Y. Herald Tribune or N. Y. Times Weekly Book Review? No

To what other book selection aids does it subscribe? —

Who selected the books? Librarian Trustees Book Committee Other

What proportion of book fund was spent for children's books? 1/5

Does the library subscribe to Reader's Guide to Periodical Literature? No

The Abridged Reader's Guide to Periodical Literature? No

Has the library acquired an encyclopedia since 1955? If so, which?

STAFF

Full time (over 30 hrs. a week)

Part time

TRUSTEES: Name, address, date expiration of term.

Chairman

.....

.....

.....

.....

.....

.....

Signed

Chairman of the trustees

Date

PLEASE RETURN ONE COPY OF THIS REPORT IMMEDIATELY
EXTENSION DIVISION—STATE LIBRARY—CONCORD, NEW HAMPSHIRE

PUBLIC LIBRARY REPORT FOR 1958

Required. RSA 202:11. Officials failing to report are liable to a fine not exceeding \$500. RSA 202:16.

(Please do not write above this line.)

Name of Library Shannon Library Town Etna, N.H.
 Librarian (Miss, Mrs., or Mr.) Mrs. R. H. Abbott Date appointed Feb. 1958
 Post office address Etna, N.H. Telephone (Library or home) 967-967

ANNUAL CIRCULATION AND USE (count magazines as non-fiction)

Adult non-fiction loaned 256 Adult fiction 548
 Books for children 553 Total 1356
 Recordings 2 Microfilm 3 Films 18 Other 18 Total 23 (Stacy Thorne)

BOOK STOCK

	Adult	Juvenile	Total
Number of volumes at beginning of year			<u>3328</u>
Number of volumes added during year			<u>115</u>
Total			<u>3438</u>
Number of volumes discarded during year	<u>None</u>	<u>None</u>	<u>None</u>
Total number of volumes at end of year			<u>3438</u>
Number of recordings owned by library	<u>54</u>	<u>53</u>	<u>107</u>
Number of films owned by library	<u>None</u>	<u>None</u>	<u>None</u>
Number of reels of microfilm owned by library	<u>"</u>	<u>"</u>	<u>"</u>
Number of magazines currently received	<u>9</u>	<u>2</u>	<u>10</u>
Number of newspapers currently received	<u>None</u>	<u>None</u>	<u>None</u>

FINANCES FOR THE FISCAL YEAR BEGINNING, ENDING

The report should include balances, receipts, and expenditures of income from endowed funds as well as from town funds.

Receipts

Expenditures

*Town Appropriation	Salaries: Librarian
Income from endowment	Assistant
Gifts (money for current use)	Assistant
Fines and rentals	Books
Other sources	Periodicals
	Binding
	Recordings
	Microfilm
	Films
	Janitor's salary
Balance previous year	Other
Total	Total expenditures
	Balance at end of year

*Includes salaries and bills paid
 from general town funds.

Signed _____
 (Treasurer of board of library trustees)

REGISTRATION

Number of registered borrowers: Adult 57 Juvenile 67 Total 123

HOURS LIBRARY IS OPEN

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Total
					<u>12 to 3</u>	<u>3 hours</u>

SERVICE

Reference

Number of questions answered in less than 10 minutes

Number of questions answered in more than 10 minutes

Total

Number of talks by staff 1

Number of story hours 13

Number of discussion groups sponsored by library 23

Number of film programs 3

Total

How many schools this past year had classroom collections from the library? none

How many organized school classes visited the library?

How many villages or smaller geographical units in town had book collections from any source this year? 3

Did any hospitals or institutions in town have collections this year? yes a church

What organized groups used the library this year regularly? Story hour group

Occasionally? Church of Christ at Dartmouth College

ADMINISTRATION

Does the library subscribe to A. L. A. Booklist (\$7.00 a year)?

N. Y. Herald Tribune or N. Y. Times Weekly Book Review?

To what other book selection aids does it subscribe?

Who selected the books? Librarian Trustees Book Committee Other

What proportion of book fund was spent for children's books?

Does the library subscribe to Reader's Guide to Periodical Literature?

The Abridged Reader's Guide to Periodical Literature?

Has the library acquired an encyclopedia since 1955? If so, which?

STAFF

Full time (over 30 hrs. a week)

Part time

TRUSTEES: Name, address, date expiration of term. List trustees as constituted after town meeting of March, 1959.

Chairman

Signed

Chairman of the trustees

Date

PLEASE RETURN ONE COPY OF THIS REPORT IMMEDIATELY FOLLOWING TOWN MEETING

EXTENSION DIVISION—STATE LIBRARY—CONCORD, NEW HAMPSHIRE

New Hampshire State Library

PUBLIC LIBRARY REPORT FOR 1959

Required. RSA 202:11. Officials failing to report are liable to a fine not exceeding \$500. RSA 202:16.

(Please do not write above this line.)

Name of Library Hammond Library Town Etna, N.H.
 Librarian (Miss, Mrs. or Mr.) Mrs. Richard Whitt Date appointed Feb. 1957
 Post office address Etna, N.H. Telephone (Library or home) Lib. 967-W2

ANNUAL CIRCULATION AND USE (count magazines as non-fiction)

Adult non-fiction loaned 408 Adult fiction 342
 Books for children 563 Total 1313
 Recordings 16 Microfilm 0 Films 0 Other 0 Total 1329

BOOK STOCK

	Adult	Juvenile	Total
Number of volumes at beginning of year			<u>3438</u>
Number of volumes added during year			<u>79</u>
Total			<u>3517</u>
Number of volumes discarded during year			<u>none</u>
Total number of volumes at end of year			<u>3633</u>
Number of recordings owned by library			<u>57 albums</u>
Number of films owned by library			<u>53 home movie</u>
Number of reels of microfilm owned by library			<u>none</u>
Number of magazines currently received			<u>15</u>
Number of newspapers currently received			<u>none</u>
Note: 136 books given not listed total volumes			<u>3633</u>

FINANCES FOR THE FISCAL YEAR BEGINNING ENDING

The report should include balances, receipts, and expenditures of income from endowed funds as well as from town funds.
 THESE FIGURES MUST AGREE WITH THOSE IN THE TOWN REPORT.

Receipts

*Town Appropriation \$750
 Income from endowment
 Gifts (money for current use)
 Fines and rentals
 Other sources

Expenditures

Salaries: Librarian
 Assistant
 Assistant

Books
 Periodicals
 Binding
 Recordings
 Microfilm
 Films

Janitor's salary
 Other

Total expenditures
 Balance at end of year

Balance previous year
 Total

*Includes salaries and bills paid from general town funds.

Signed
 (Treasurer of board of library trustees)

Library Copy -

REGISTRATION

Number of registered borrowers: Adult 76 Juvenile 50 Total 126

SCHEDULE OF HOURS LIBRARY IS OPEN

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Total No. of Hours
					<u>3</u>	<u>3</u>

SERVICE

Reference

Number of questions answered in less than 10 minutes 3 more than 10 minutes 5

Number of talks by staff 1 number of story hours 2

Number of discussion groups sponsored by library 0

How many schools this past year had classroom collections from the library? Handwritten: all included

How many organized school classes visited the library? Handwritten: all included

How many villages or smaller geographical units in town had book collections from any source this year? Handwritten: 1

Did any hospitals or institutions in town borrow collections this year? Handwritten: yes

Does the library have a service to shut-ins? Handwritten: yes

What organized groups used the library this year regularly? Handwritten: Central Church

Do you have a Friends of the Library group? Handwritten: No

If so, name and address of chairman. Handwritten: 134 F

Number of books borrowed from bookmobile Handwritten: 275

Number of books borrowed directly from State Library Handwritten: 16

Number of reference questions forwarded to State Library Handwritten: 7

Number of films borrowed Handwritten: none

Number of library-sponsored film programs Handwritten: none

Total attendance at library film programs Handwritten: none

Number of exhibits in the library Handwritten: 7

Number of library exhibits outside the library Handwritten: 1

STAFF

Full time (over 30 hrs. a week)

Part time Handwritten: 1 Librarian

TRUSTEES: Name, address, date expiration of term. List trustees as constituted after town meeting of March, 1960.

Chairman Handwritten: Phoebe S. Stebbins (1962)

Handwritten: Adna L. Camp (1961)

Handwritten: Jean H. Stebbins (1963)

Signed

Chairman of the trustees

Date Handwritten: 5-9-62

PLEASE RETURN ONE COPY OF THIS REPORT IMMEDIATELY FOLLOWING TOWN MEETING
EXTENSION DIVISION—STATE LIBRARY—CONCORD, NEW HAMPSHIRE

New Hampshire State Library

PUBLIC LIBRARY REPORT FOR 1962

Required. RSA 202:11. Officials failing to report are liable to a fine not exceeding \$500. RSA 202:16.

(Please do not write above this line.)

Name of Library Hanover Town Library Town Hanover
 Librarian (Miss, Mrs. or Mr.) Marilyn L. Thompson Date appointed September 1961
 Library's Post Office address Etna, N.H. Telephone (Library) (Home) 643-2911

ANNUAL CIRCULATION AND USE (count magazines as non-fiction)

Adult non-fiction loaned 208 Adult fiction 124
 Books for children 285 Total Books 617
 Recordings 24 Microfilm Films Other Grand Total 691

BOOK STOCK

	Adult	Juvenile	Total
Number of volumes at beginning of year			<u>3908</u>
Number of volumes added during year			<u>4</u>
Total			<u>3912</u>
Number of volumes discarded during year			<u>4</u>
Total number volumes at end of year			<u>3908</u>
Number of recordings owned by library			<u>22</u>
Number of films owned by library			<u>0</u>
Number of reels of microfilm owned by library			<u>0</u>
Number of magazines currently received			<u>21</u>
Number of newspapers currently received			<u>1</u>

FINANCES FOR THE FISCAL YEAR BEGINNING ENDING

The report should include balances, receipts, and expenditures of income from endowment funds as well as from town funds.
 THESE FIGURES MUST AGREE WITH THOSE IN THE TOWN REPORT.

Receipts	*Expenditures
*Town Appropriation <u>700</u>	Salaries: Librarian <u>177.00</u>
Endowment Income	Assistant
Current Gifts	Assistant
Other Income (specify)	Assistant
	Janitorial <u>147.91</u>
	Books & Other Materials <u>23.42</u>
	(Periodicals, etc.)
	Binding
Balance previous year	Other (supplies, maintenance, etc.) <u>214.62</u>
if retained by library	Total Expenditures <u>562.95</u>
Total <u>700</u>	Balance at end of year <u>goes back to town</u>

*Include all salaries & other expenses, i. e., heat & light, paid from general town funds.

Estimated value of gifts in kind (free labor for painting, books bought by Friends, etc.)

Signed
 (Treasurer of board of library trustees)

REGISTRATION

Number of registered borrowers: Adult 31 Juvenile 40 Total 71

SCHEDULE OF HOURS LIBRARY IS OPEN

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Total No. of Hours
		<u>6-8 P.M.</u>			<u>2-4 P.M.</u>	<u>4</u>

SERVICE

Reference

Number of questions answered in less than 10 minutes more than 10 minutes

Number of talks by staff number of story hours none

Number of discussion groups sponsored by library

Number of books borrowed from bookmobile 326 Directly from State Library

Number of reference questions forwarded to State Library

Do you have a Friends of the Library group?

If so, name and address of chairman.

Number of library exhibits inside the library 1 outside the library

How many professional meetings, workshops, etc. attended? Librarian none Trustees

ADMINISTRATION

Does the library subscribe to ALA Booklist? Library Journal? Wilson Library Bulletin?

..... Horn Book?

To what other book selection aids does it subscribe?

Who selected the books? Librarian Trustees Book Committee Other ✓

How often are books purchased? Discount received

Does the library subscribe to Reader's Guide to Periodical Literature?

The Abridged Reader's Guide to Periodical Literature?

Does librarian belong to N. H. Library Association? American Library Association?

STAFF (List names & titles)

Full time (over 30 hrs. a week)

Part time

TRUSTEES: Name, mailing address, date expiration of term. List trustees as constituted after town meeting of March, 1963.

Chairman

Do Trustees belong to N. H. Library Trustees Association?

Number of Trustee meetings held in 1962 Signed

Chairman of the trustees

Date

PLEASE RETURN ONE COPY OF THIS REPORT IMMEDIATELY FOLLOWING TOWN MEETING
EXTENSION DIVISION—STATE LIBRARY—CONCORD, NEW HAMPSHIRE

New Hampshire State Library

PUBLIC LIBRARY REPORT FOR 1963

N. H. Revised Statutes Annotated, Chapter 202-A:12, says "Every library regularly open to the public, or to some portion of the public, with or without limitations, whether its ownership is vested in the town, in a corporation, in an organization association, or in individuals, shall make a written report to the town or city at the conclusion of each fiscal year of (a) all receipts from whatever sources, (b) all expenditures, (c) all property in the trustees' care and custody, including a statement and explanation of any unexpended balance of money they may have, (d) and any bequests or donations they may have received and are holding in behalf of the town, with such recommendations in reference to the same as they may deem necessary for the town to consider, (e) the total number of books and other materials and the number added by gift, purchase and otherwise; the number lost or withdrawn, (f) the number of borrowers and readers and a statement of the use of the property of the library in furthering the educational requirements of the municipality and such other information and suggestions as may seem desirable, (g) submit a similar report to the state librarian at such time and on such forms as the state library commission may require". RSA 202-A:21 says "Any town or library official violating any of the provisions of this chapter shall be fined not more than five hundred dollars".

(Please do not write above this line)

Name of Library HANOVER TOWN LIBRARY Town HANOVER
 Librarian (Miss, Mrs., or Mr.) Mrs. ARNOLD J. ABBAS SR. Date Appointed SEPT. 1 1963
 Library's Post Office Address ETNA, N.H. 03758 Telephone (Library) NONE (Home) 643-3681

ANNUAL CIRCULATION & USE (count magazines as non-fiction; include in these figures circulation of books borrowed from bookmobile and central state library which you loaned to patrons)

Adult non-fiction loaned 312 Adult fiction 276
 Books for children 526 Recordings 80
 Films Other Grand Total 1194 1148

BOOK STOCK

	Adult	Juvenile	Total
Number of volumes at beginning of year			<u>3898</u>
Number of volumes added during year			<u>14</u>
Number of volumes discarded during year			<u>657</u>
Total number volumes at end of year			<u>3255</u>
Number of recordings owned by library			<u>138</u>
Number films owned by library			<u>none</u>
Number of reels of microfilm owned by library			<u>none</u>
Number of magazines currently received			<u>39</u>
Number of newspapers currently received			<u>none</u>

FINANCES FOR THE FISCAL YEAR BEGINNING Jan. 1, 1963, ENDING Dec. 31, 1963

This report should include balances, receipts from all sources, all expenditures. It should include a statement of all funds received, held by, or expended by the library, whether public funds, endowment funds, or special gifts. It should also include all expenditures for salaries & other expenses paid from general town funds rather than from library funds.

This report should include figures for the annual operating expenditures only. Attach separate statement detailing receipts and expenditures of funds for new construction, or physical improvement of existing library property (see RSA 202-A:11, II.)

THESE FIGURES MUST AGREE WITH THOSE IN THE TOWN REPORT.

Receipts	Expenditures
Town Appropriation	Salaries: Librarian
Endowment Income	Assistant
Cash Gifts, 1963	Assistant
Other Income (specify)	Assistant
	Janitorial
	Books (Periodicals, etc.)
	Binding
	Social Security
Balance from previous year if retained by library	Other (supplies, maintenance, etc.)
Grand Total Receipts	Grand Total Expenditures
	Balance at end of year

Estimated value of gifts in kind (free labor for painting, books bought by Friends, etc.)

Signed _____
(Treasurer of board of library trustees)

REGISTRATION

Number of registered borrowers: Adult 44 Juvenile 50 Total 94

SCHEDULE OF HOURS LIBRARY IS OPEN (Example: 2:30—5 P. M.)

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Total No. of Hours
		6-8 P.M.			2-4 P.M.	4

Summer Hours (if different)

REFERENCE SERVICE

Number of questions answered in less than 10 minutes more than 10 minutes

Number of reference questions forwarded to State Library none

Number of books borrowed from state bookmobile 223 Directly from State Library 12

Does the library subscribe to Reader's Guide to Periodical Literature? No

Or the Abridged Reader's Guide to Periodical Literature? No

BOOK SELECTION

Does the library subscribe to ALA Booklist? No Library Journal? No Wilson Library Bulletin?

No Horn Book? No

To what other book selection aids does it subscribe? ALA Bulletin

Who selected the books? Librarian ✓ Trustees ✓ Book Committee Other

How often are books purchased? no regular time Discount received 20%

Has the library acquired an encyclopedia since 1960? No If so, which?

SERVICE

Number of library exhibits inside the library 6 outside the library 4

Number of talks by staff Number of story hours

Number of film programs Number attending film showings

Number of discussion groups sponsored by library

Number of booklists, leaflets or other printed materials distributed (include samples)

Do you cooperate with neighboring libraries? If so, how? Howe Library in Hanover gives

some duplicate books and advice

Do you cooperate with the local high school librarian? No If so, how?

Do you cooperate with the local elementary schools? No If so, how?

Do you give service to hospitals, nursing homes, or shut-ins? No If so, how?

Do you have a Friends of the Library Group? No If so, name and mailing address of chairman

PHYSICAL FACILITIES

Does the library have running water? No Toilet facilities? None

Does the library have space for meetings? YES If so, where (basement, second floor, etc)? first floor

Seating capacity YES - 10 to 14

Can the meeting room be darkened for film showings? YES

ADMINISTRATION

Does the librarian belong to N. H. Library Association? No N. E. Library Association? No American Library Association? No

How many professional meetings, workshops, etc., attended? Librarian none Trustees NHSTA's meeting

STAFF (List names and titles)

Full time (over 30 hours a week)

Part time

Mrs. Arnold Abbas - Librarian

TRUSTEES: Name, mailing address, date expiration of term. List trustees as constituted after town meeting of March, 1964. Indicate Mr., Mrs., Miss.

CHAIRMAN

Mrs. S. John Stebbins - 845 main - Hanover, N.H. 1965

Mrs. Robert C. Storr - Elm, N.H. " " 1966

Mr. Julius Mason - 85 1/2 S main Hanover, N.H. 1967

Do trustees belong to N. H. Library Trustees Association? No

Number of Board of Trustees meetings held in 1963? 3

GENERAL (To be answered by trustees and/or librarian).

What suggestions do you have which might enable the State Library to give better service to your library? (Use more sheets if needed).

Signed

Chairman of the trustees

Date

PLEASE RETURN ONE COPY OF THIS REPORT IMMEDIATELY FOLLOWING TOWN MEETING TO:

N. H. STATE LIBRARY, CONCORD, NEW HAMPSHIRE