

WADLEIGH MEMORIAL LIBRARY TRUSTEES

49 Nashua Street, Milford, NH 03055 (603) 249-0645

2022 Annual Report

What a year it's been!

We'd like to start this update with a big "Thank you" to our director, Betsy Solon, the staff, the Friends of the Library, and the extended Milford Community. Not only did the Wadleigh Memorial Library secure \$11,461 in American Rescue Plan Act (ARPA) funding to create a Teen/Young Adult area, Kathryn Parenti, Trustee Chair was named NH Library Trustee of the Year! The Larabee Family generously donated funds that enabled us to build a large outdoor patio programming area and donations from the Arthur F. Keyes Memorial Trust provided a new walkway and storage shed for that patio. A new technology center was created in the former Young Adult (YA) book nook and a new indoor programming area is in the NH History room.

In addition to these wonderful things, the Friends were integral in obtaining \$813,895 in county ARPA funds and the Board of Selectmen voted to allocate an additional \$209,000 of town ARPA funds to support our HVAC upgrade and repair project! This is an excellent way to begin the next phase: the rest of the much-needed repairs, renovation, and the construction of an addition. The trustees began the process of developing a request for a proposal for a feasibility study for a capital campaign to raise funds for all the previously mentioned items. Stay tuned for some exciting improvements in 2023!

Of course, not everything was smooth sailing this year – the pre-Christmas rainstorm resulted in some major roof leaks; none of which can be repaired with a guarantee not to leak so that means the library needs a new roof. The HVAC motor in the children's area failed in December as well – and we are waiting on replacement parts – bad timing since we haven't started the HVAC project yet.

As always, if you are looking for a giving opportunity, the Wadleigh Memorial Library Development Fund is a 501c-3 organization and will gladly accept your donations. Your support will enable us to provide many of the beloved programs and essential library services that the Milford community enjoys.

Respectfully submitted,

Kathy Parenti, Chair, Library Board of Trustees



2022 Wadleigh Memorial Library Library Trustee Funds

(Unaudited)

| | 43002 Town Appropriation | 43505 Trustees Fund & Gift \$ | 43505 Trustees Merchant Acct | 43590 PDIP Investment | TOTAL |
|---|--------------------------------|-------------------------------------|------------------------------------|-----------------------------|------------------------|
| Fund Balance as of 01/01/2022: | \$ 30,539.60 | \$ 65,672.89 | \$ 514.64 | \$ 28,185.20 | \$ 124,912.33 |
| INCOME: | | | | | |
| Town Appropriation & Cap Outlay | \$ 874,174.00 | | | | \$ 874,174.00 |
| Fines/Lost&Paid Received | | \$ 2,043.92 | \$ 147.97 | | \$ 2,191.89 |
| Interest Income | | \$ 11.62 | \$ 0.12 | \$ 415.50 | \$ 427.24 |
| Interest on Investments | | \$ - | \$ - | \$ 54.26 | \$ 54.26 |
| Refunds/Reimbursements | \$ (30,539.60) | \$ 10,598.00 | \$ - | | \$ (19,941.60) |
| Miscellaneous | | \$ 1,721.14 | \$ - | | \$ 1,721.14 |
| Copy Fund Revenue | | \$ 2,430.33 | \$ - | | \$ 2,430.33 |
| Book Sales | | \$ 46.00 | \$ 7.00 | | \$ 53.00 |
| Non Resident Cards | | \$ 3,800.00 | \$ 50.00 | | \$ 3,850.00 |
| Building Fund | | \$ 31,337.19 | \$ - | | \$ 31,337.19 |
| Passport Execution Fees | | \$ 32,830.00 | \$ - | | \$ 32,830.00 |
| Gifts/Grants/Donations | | \$ 51,518.44 | \$ 130.00 | | \$ 51,648.44 |
| ARPA-LSTA Grant | | \$ 11,461.00 | \$ - | | \$ 11,461.00 |
| Transfer from Trust Funds | | \$ 7,842.78 | \$ - | | \$ 7,842.78 |
| TOTAL INCOME: | \$ 843,634.40 | \$ 155,640.42 | \$ 335.09 | \$ 469.76 | \$ 1,000,079.67 |
| EXPENSES: | | | | | |
| Salaries & Wages | \$ 639,270.45 | \$ 1,770.69 | \$ - | | \$ 641,041.14 |
| Professional Services | \$ 55,133.86 | \$ 8,187.66 | \$ - | | \$ 63,321.52 |
| Property Services | \$ 44,714.83 | \$ - | \$ - | | \$ 44,714.83 |
| Other Services/Processing Fees | | \$ 3,265.57 | \$ 114.51 | | \$ 3,380.08 |
| To be Refunded/Reimbursables | | \$ 5,473.18 | \$ - | | \$ 5,473.18 |
| ARPA-LSTA Expenses | | \$ 11,461.00 | \$ - | | \$ 11,461.00 |
| Supplies & Materials | \$ 122,873.60 | \$ 25,276.69 | \$ - | | \$ 148,150.29 |
| Capital Outlay | \$ 1,270.03 | \$ 44,784.81 | \$ - | | \$ 46,054.84 |
| Transfer to Trustee Account | \$ - | \$ - | \$ - | | \$ - |
| Return to General Fund | \$ 10,911.23 | | | | \$ 10,911.23 |
| TOTAL EXPENSES | \$ 874,174.00 | \$ 100,219.60 | \$ 114.51 | \$ - | \$ 974,508.11 |
| Change in Fund Balance | \$ (30,539.60) | \$ 55,420.82 | \$ 220.58 | \$ 469.76 | \$ 25,571.56 |
| BALANCE HELD BY TRUSTEES on 12/31/2022 | \$ 0.00 | \$ 121,093.71 | \$ 735.22 | \$ 28,654.96 | \$ 150,483.89 |

Wadleigh Memorial Library - 2022 STATISTICS

| People | | Library Services | |
|---|----------------|--------------------------------------|---------------|
| Number of Registered Patrons | 7,898 | Nr. of Days Building Open to Public | 293 |
| Nr. of Patron visits to the library | 47,599 | Number of Service Hours | 2,492 |
| Volunteer hours (Trustees, Friends of the Library & PAWS to Read) | 683 | Curbside Visits/Pickups | 37 |
| Notaries Public on Staff | 11 | In-person Visits | 47,562 |
| Passport Agents on Staff | 5 | Computer & Wireless Usage | 6,132 |
| Circulation | | Online Catalog Searches | 250,140 |
| Adult Books | 34,108 | Database Searches | 11,935 |
| YA Books | 5,393 | Reference Questions Asked | 7,176 |
| Children's Books | 43,284 | Notary Public Use | 246 |
| Magazines | 1,738 | Passport Applications Accepted | 938 |
| Audiobooks | 1,929 | Subscription Boxes Distributed | 755 |
| Downloadable audiobooks | 10,116 | Craft Kits Distributed | 2,540 |
| E-books | 6,724 | Story Walks | 8 |
| Downloadable magazines | 1,294 | Public Cell Phones | 1 |
| DVDs | 13,344 | 3-D Printers | 3 |
| Music CDs | 265 | Number of Public Print Jobs | 3,870 |
| Museum Passes | 204 | Number of Public Pages Printed | 14,772 |
| Sensory Kits | 540 | Library Holdings | |
| Equipment | 22 | Adult Books | 40,743 |
| Newspapers | 400 | Young Adult Books | 5,308 |
| Items from GMILCS network | 15,460 | Juvenile Books | 18,642 |
| Items borrowed outside the network | 660 | Reference Books | 2,914 |
| Total Circulation | 135,481 | Magazine & Newspaper Subscriptions | 123 |
| Library Programs & Events | | Magazine & Newspaper Issues | 3,454 |
| Website Programs | 15 | Total Books & Periodicals | 71,184 |
| Adult: ZOOM: 32 In-Person: 188 | 220 | Sensory Kits | 24 |
| Youth: ZOOM: 6 In-Person: 292 | 298 | Museum Passes (titles) | 9 |
| Total Events | 533 | Telescopes(1) and Equipment | 20 |
| Library Program Attendance | | Music CDs | 1,215 |
| Website Program Views | 150 | Audiobooks | 1,912 |
| Adult: ZOOM: 311 In-Person: 900 | 1,211 | DVDs | 8,396 |
| Youth: ZOOM: 15 In-Person: 9103 | 9,118 | Misc./Other | 0 |
| Total Program Attendance | 10,479 | Microfilm (18 Titles) | 218 |
| Community Rooms | | Total AV Materials | 11,794 |
| Meeting Rooms Available | 3 | Items added | 9,780 |
| Nr of Community Meetings | 97 | Items withdrawn | 6,973 |
| Number of ZOOM Meetings | 7 | Total Holdings | 82,978 |
| Total Meeting Attendance | 594 | | |