

# STARK PUBLIC LIBRARY

## New Hampshire Public Library Annual Report Fiscal Year 2006

### Persons Directly Involved with Library

- a    **Chair, Board of Trustees** \_\_\_\_\_
- b    **Treasurer, Board of Trustees** \_\_\_\_\_
- c    **Librarian** \_\_\_\_\_

Click [here](#) for the Signature page. **Must** be signed and sent in by JULY 13, 2007.

**THE ANNUAL REPORT ITSELF MUST BE SUBMITTED BY JULY 13, 2007**

**Identification 1-14**

- 1 Location \_\_\_\_\_
- 2 Legal Name of Library \_\_\_\_\_
- 3 Librarian's Name \_\_\_\_\_
- 3b Title \_\_\_\_\_
- 4 Date library legally established \_\_\_\_\_
- 5 Library Telephone Number \_\_\_\_\_
- 6 Library Fax Number \_\_\_\_\_
- 7 Internet Address \_\_\_\_\_
- 7b Library E-Mail \_\_\_\_\_

**Physical Address**

- 8a Number & Street **(DO NOT LIST P.O. BOX HERE)** \_\_\_\_\_
- City/State \_\_\_\_\_
- Zip Code \_\_\_\_\_
- + FOUR \_\_\_\_\_

**MAILING ADDRESS, IF DIFFERENT FROM 8a**

- 8b Number & Street **OR** P.O. BOX \_\_\_\_\_
- City/State \_\_\_\_\_
- Zip Code \_\_\_\_\_
- + FOUR \_\_\_\_\_

9 Have your library's legal service area boundaries changed since last year? \_\_\_\_\_

9a What is the population category of your library's legal service area? \_\_\_\_\_

9b Town/City Population (NH OEP) \_\_\_\_\_

9c **Per Capita Income (line 51 divided by line 9b)** \_\_\_\_\_

**10 Library Cooperative (Check all to which your library belongs)**

Bearcamp Video Cooperative (BVC) \_\_\_\_\_

Carroll County Library Cooperative (CCLC) \_\_\_\_\_

Connecticut River Library Cooperative (ConnRiver) \_\_\_\_\_

Hillstown Library Cooperative (HLC) \_\_\_\_\_

Librarians of the Upper Valley (LUV) \_\_\_\_\_

- Merri-Hill-Rock Cooperative (MHR) \_\_\_\_\_
- North Country Library Cooperative (NCLC) \_\_\_\_\_
- North Country Library Council (NCLIC) \_\_\_\_\_
- Nubanusit Library Association (NLA) \_\_\_\_\_
- Rochester Area Librarians (RALI) \_\_\_\_\_
- Suncook Interlibrary Cooperative (SILC) \_\_\_\_\_
- Seacoast Library Cooperative (SLC) \_\_\_\_\_
- Scrooge & Marley (SM) \_\_\_\_\_
- Urban Public Library Consortium (UPLC) \_\_\_\_\_
- WinnShare Library Cooperative (WinnShare) \_\_\_\_\_
- West of the Merrimack (WOTM) \_\_\_\_\_

11 This annual report is filed for the fiscal year commencing \_\_\_  
*mm/dd/yyyy* and ending \_\_\_*mm/dd/yyyy* . \_\_\_\_\_

12 Does your library contract with another library to receive  
 ANY of your library services? \_\_\_\_\_

12b. If **YES**, list the name(s) of the town(s) with which you  
 contract. \_\_\_\_\_

13 Does your library contract with another town to provide **ALL**  
 that town's library services? \_\_\_\_\_

13b. If **YES**, list the name(s) of the library(ies) with which you  
 contract. \_\_\_\_\_

14a Is your library a combined public and school library? \_\_\_\_\_

14b With what school do you share facilities? \_\_\_\_\_

## Service Hours 15-16

15 Report the time the Central Library opened and closed and the number of hours open to the public per day in a typical week last October (*i.e., a week when the library was open its regularly scheduled hours, with no holidays*).

15a **TOTAL** Scheduled Public Service Hours in a Typical Week \_\_\_\_\_  
Last **October** for All Service Outlets (*i.e., central library, branches, and bookmobiles*)

15b **TOTAL** Scheduled Public Service Hours Open per Year \_\_\_\_\_

16 Is your library open on Sundays? \_\_\_\_\_

# Service Outlets and Library Visits 17-20

17a Annual Library Visits \_\_\_\_\_

17b Did your library use an automated counter to collect the Annual Library Visits figure? \_\_\_\_\_

18 Number of Bookmobiles \_\_\_\_\_

19a Number of Branch Libraries \_\_\_\_\_

19b List Branch Libraries

Name of Branch Library \_\_\_\_\_

Telephone \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_

Zip Code \_\_\_\_\_

+ FOUR \_\_\_\_\_

19c Internet address **if different** from the main library's \_\_\_\_\_

20 Number of Other Service Outlets \_\_\_\_\_

## Registered Borrowers 21-22

- 21a Number of **Resident** Borrower's Cards In Force as of Last Day of Your Reporting Year. \_\_\_\_\_  
NOTE: Files should have been purged within the last three (3) years.
- 21b Number of **Non-Resident** Borrower's Cards as of Last Day of Your Reporting Year. \_\_\_\_\_  
NOTE: Files should have been purged within the last three (3) years.
- 21c **TOTAL Registered Borrowers (sum of lines 21a + 21b)** \_\_\_\_\_
- 22 **Do you issue Non-Resident** Borrower's Cards (fee or non-fee)? \_\_\_\_\_
- Individual Non-Resident Fee (for use in your library) \_\_\_\_\_
- Number of Individual Non-Resident Cards Issued in 2006 \_\_\_\_\_
- Family Non-Resident Fee (for use in your library) \_\_\_\_\_
- Number of Family Non-Resident Cards Issued in 2006 \_\_\_\_\_

**Children and Young Adults 23-28**

23	Number of Children's Programs	_____
24	Number of Young Adult Programs	_____
25	Children's Program Attendance	_____
26	Young Adult Program Attendance	_____
27	<b>TOTAL</b> Children's Holdings	_____
28	Children's Materials Expenditures (\$)	_____

## Reference Transactions 29

### 29 Number of Reference Transactions (Adults and Children's)

*A reference transaction is an information contact which involves knowledge, use, recommendation, interpretation, or instruction in the use of one or more information resources by a member of the library staff. It INCLUDES information and referral services. Information sources include printed and non-printed materials, machine-readable databases, catalogs and other holdings records, and, through communication or referral, other libraries and institutions and people inside and outside the library. The request may come in person, by phone, by fax, mail, e-mail, or through live or networked electronic reference service, from an adult, a young adult, or a child. EXCLUDE directional transactions or questions of rules or policies.*

*Examples of directional transactions are, 'Where are the children's books?' and 'I'm looking for a book with the call number 811.2G.' An example of a question of rules or polici*

Adults	_____
Children	_____
Total	_____

## Resources Owned 30-38

Report only items the library has acquired as part of the collection and **cataloged, whether purchased, leased, licensed, or donated as gifts.**

For each category, report the number of physical units (items) acquired as part of the collection and cataloged, whether purchased, leased, licensed, or donated as gifts. Complete every box; **DO NOT leave a box blank.** Enter "0" (zero) for none. If the exact number is unknown, enter an estimate. Items that are packaged together (e.g., two compact discs or two videocassettes), and which are generally checked out as a unit, should be counted as one physical unit. Items which are packaged together but can be used separately (e.g., a book and a tape) should be counted as separate items.

### 30 Books in Print

*Books are non-periodical **printed** publications bound in hard or soft covers, or in loose-leaf format. Report the number of **physical units**, including duplicates. **INCLUDE** government documents arranged by SuDocs classification. **EXCLUDE** periodicals, books-on-tape, and microforms.*

Held at End of Last Year \_\_\_\_\_

Held at End of This Year \_\_\_\_\_

### 31 Serial Backfiles in Print

*Serials are publications issued in successive parts, usually at regular intervals, that are intended to be continued indefinitely. Serials include periodicals (magazines); newspapers; annuals (reports, yearbooks, etc.); journals, memoirs, proceedings, and transactions of societies; and numbered monographic series. Government documents and reference tools are often issued as serials. **EXCEPT FOR THE CURRENT VOLUME**, count unbound serials as a volume when the library has at least half of the issues in a publisher's volume. Report the number of **physical units**, including duplicates. Serials packaged together as a unit (e.g., a 2-volume serial monograph) and checked out as a unit are counted as one physical unit. For smaller libraries, if volume data are not available, count the number of titles.*

Held at End of Last Year \_\_\_\_\_

Held at End of This Year \_\_\_\_\_

### 32 **TOTAL Print Materials (sum of lines 30 and 31 - Held at End of This Year)**

### 33 Electronic Books (E-books)

*E-books are digital documents (including those digitized by the library), licensed or not, where searchable text is prevalent, and which can be seen in analogy to a printed book (monograph). **INCLUDE** non-serial government documents. E-books are loaned to users on portable devices (e-book readers) or by transmitting the contents to the user's personal computer for a limited time. **INCLUDE** e-books held locally and remote e-books for which permanent or temporary access rights have been acquired. Report the number of **physical or electronic units**, including duplicates, for all outlets. E-books packaged together as a unit (e.g., multiple titles on a single e-book reader) and checked out as a unit are counted as one unit. For smaller libraries, if volume data are not available, count the number of titles.*

Held at End of Last Year \_\_\_\_\_

Held at End of This Year \_\_\_\_\_

### 34 Audios

Audios are materials on which sounds (only) are stored (recorded) and that can be reproduced (played back) mechanically, electronically, or both. **INCLUDE** records, audiocassettes, audio cartridges, audio discs (include audio-CD-ROMs), audio-reels, talking books, and other sound recordings. Report the number of **physical units**, including duplicates. Items packaged together as a unit (e.g., two audiocassettes for one recorded book) and checked out as a unit are counted as one physical unit. For smaller libraries, if physical unit data are not available, count the number of titles.

Held at End of Last Year \_\_\_\_\_

Held at End of This Year \_\_\_\_\_

### 35 Videos

Videos are materials on which moving pictures are recorded, with or without sound. Electronic playback reproduces pictures, with or without sound, using a television receiver or monitor. Video formats may include tape, DVD, CD-ROM, etc. Report the number of physical units, including duplicates. Items packaged together as a unit (e.g., two videocassettes for one movie) and checked out as a unit are counted as one physical unit. For smaller libraries, if physical unit data are not available, count the number of titles.

Held at End of Last Year \_\_\_\_\_

Held at End of this Year \_\_\_\_\_

### 36 Databases

Report the number of databases (including **locally mounted or remote**, whether **full-text**

**NOTE:** The data or records are usually collected with a particular intent and relate to a defined topic. A database may be issued on CD-ROM, diskette, or other direct access method, or as a computer file accessed via dial-up methods or via the Internet. Subscriptions to individual electronic serial titles are reported under Current Electronic Serial Subscriptions (line 38). Each database is counted individually even if access to several databases is supported through the same vendor interface." Then double space and insert "Report the number of licensed databases acquired through payment or formal agreement, by source of access:

36a Local \_\_\_\_\_

36b State (state government or State Library) \_\_\_\_\_

36c Other cooperative agreements (or consortia) within state or Region \_\_\_\_\_

36d **TOTAL Licensed Databases (sum of lines 36a, 36b, and 36c)** \_\_\_\_\_

### 37 Current **Print** Serial Subscriptions

Report the number of **current** print serial subscriptions, including duplicates, for all outlets. Examples of serials are periodicals (magazines), newspapers, annuals, some government documents, some reference tools, and numbered monographic series.

Held at End of Last Year \_\_\_\_\_

Held at End of This Year \_\_\_\_\_

### 38 Current **Electronic** Serial subscriptions

Report the number of current electronic, electronic-and-other-format, and digital serial subscriptions (e-serials, e-journals), including duplicates, for all outlets. Examples include periodicals (magazines), newspapers, annuals, some government documents, some reference tools, and numbered monographic series distributed in the following ways:

(a) via the Internet (e.g., HTML, PDF, JPEG, or compressed file formats such as zipped files; (b) on CD-ROM or other portable digital carrier; (c) on databases (including locally mounted databases); and (d) on diskettes or magnetic tapes. Electronic serial subscriptions include serials held **locally or remote** resources that the library has **authorization to access**, including those available through statewide or consortia agreements (e.g., through NHAIS). **EXCLUDE** subscriptions to indexing and abstracting databases that include full-text serial content e.g., EBSCOhost, ProQuest, OCLC FirstSearch).

Held at End of Last Year

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Held at End of This Year

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## Use of Resources 39-45

- 39 Number of Adult Materials Loaned \_\_\_\_\_
- 40 Number of Children's Materials Loaned \_\_\_\_\_
- 41 **TOTAL** Number of Materials Loaned (**sum** of lines 39 and 40) \_\_\_\_\_
- 42 Does your library participate in reciprocal borrowing? \_\_\_\_\_  
If **YES**, report the number of materials loaned. \_\_\_\_\_
- 43 Number of Interlibrary Loans Lent to Other Libraries \_\_\_\_\_
- 44 Number of Interlibrary Loans Borrowed from Other Libraries \_\_\_\_\_

### 45 Loan Periods

*Report the number of days that items in your general collection are loaned to regular patrons. Any portion of a day counts as a day. If a collection is non-circulating, report "0". If loan periods are different for your adult and children's collections, report children's separately in section below.*

- a. New fiction \_\_\_\_\_
- b. New non-fiction \_\_\_\_\_
- c. Books \_\_\_\_\_
- d. Magazines \_\_\_\_\_
- e. Audios \_\_\_\_\_
- f. Videos \_\_\_\_\_
- g. CD-ROMs and software \_\_\_\_\_
- h. Other \_\_\_\_\_

Children's loan periods below, **if different**

- a. New fiction \_\_\_\_\_
- b. New non-fiction \_\_\_\_\_
- c. Books \_\_\_\_\_
- d. Magazines \_\_\_\_\_
- e. Audios \_\_\_\_\_
- f. Videos \_\_\_\_\_
- g. CD-ROMs and software \_\_\_\_\_
- h. Other \_\_\_\_\_

## Operating Revenue by Source 46-51

Report only revenue received and used for operating expenditures. EXCLUDE contributions to endowments, carry-over funds from the previous year, funds spent by others "on behalf of" the library, revenue passed through to another agency, revenue budgeted but never received, and the value of any contributed or in-kind services.

**ROUND TO THE NEAREST WHOLE DOLLAR; DO NOT PROVIDE CENTS (for example: \$1,135.50 = \$1,136; \$168.32 = \$168). DO NOT LEAVE ANY RESPONSES BLANK.**

46	Local Government Revenue	_____
47	State Government Revenue ( <b>INCLUDE</b> LCHIP and Kids, Books & the Arts money)	_____
48	Federal Government Revenue	_____
49	Trust/Endowment Funds (interest ONLY)	_____
50	Other Operating Revenue	_____
51	<b>TOTAL</b> Operating Revenue ( <b>sum</b> of lines 46 through 50)	_____

# Operating Expenditures by Category 52-60

(Regardless of the source of funds)

*Operating expenditures are the current and recurrent costs necessary to support the provision of library services. INCLUDE expenditures paid by other taxing agencies "on behalf of" your library if the information is available to you and the expenditures are supported by documents such as invoices, contracts, payroll records, etc., at the point of disbursement. DO NOT report estimated costs as expenditures. DO NOT report the value of free items as expenditures. EXCLUDE capital expenditures here - see line 65. If your library does not have an item in its budget, enter N/A.*

**ROUND TO THE NEAREST WHOLE DOLLAR; DO NOT PROVIDE CENTS (for example: \$1,135.50 = \$1,136; \$168.32 = \$168). DO NOT LEAVE ANY RESPONSES BLANK.**

## Staff Expenditures

52 Salaries & Wages Expenditures \_\_\_\_\_

53 Employee Benefits Expenditures \_\_\_\_\_

54 **TOTAL Staff Expenditures (sum of lines 52 and 53)** \_\_\_\_\_

## Collection Expenditures

*Report all operating expenditures from the library budget for materials in print, microform, electronic, and other formats considered part of the collection, whether **purchased, leased, or licensed**. EXCLUDE charges or fees for interlibrary loans and expenditures for document delivery.*

55 Print Materials Expenditures \_\_\_\_\_

56 Electronic Materials Expenditures \_\_\_\_\_

57 Other Materials Expenditures \_\_\_\_\_

58 **TOTAL Collection Expenditures (sum of lines 55 through 57)** \_\_\_\_\_

59 Other Operating Expenditures \_\_\_\_\_

60 **TOTAL Operating Expenditures (sum of lines 54, 58, and 59)** \_\_\_\_\_

**Capital 61-66**

61	Local Government Capital Revenue	_____
62	State Government Capital Revenue	_____
63	Federal Government Capital Revenue	_____
64	Other Capital Revenue	_____
65	<b>TOTAL Capital Revenue (sum of lines 61, 62, 63, and 64)</b>	_____
66	Capital Expenditures	_____

**Personnel Data 67-71**

*INCLUDE all positions funded in the library's budget, whether those positions are filled or not. Please supply as complete and accurate data as possible, since this information is used frequently for peer comparisons.*

**67 Staff Positions & Workloads**

*(Report status as of December 31, 2006. Click 'Add Group' for each additional position.)*

**Group A: Professional librarians, media specialists, etc.**

*For each individual Group A employee, list the information requested, including up to three assignments (X, XI, and XII) that are most characteristic of this employee's duties, with the number of hours spent working in each of those assignments in a typical week. (Some Group A employees may have only 1 assignment while some may have 2 or 3 assignments.) List each Group A employee on a separate line. Business managers or other persons who are not librarians should be counted under Group B below. **If any position is vacant, enter only the Total Hrs/Wk (V) and the Hourly Rate (VI) for the previous librarian.***

I	Position Title	_____
II	Yrs in Position	_____
III	Educ Code	_____
IV	Sex	_____
V	Total Hrs/Wk	_____
VI	Hourly Rate	_____
VII	Annual Wage	_____
VIII	Minimum Rate	_____
IX	Maximum Rate	_____
X	Work Code I	_____
XI	Work Code II	_____
XII	Work Code III	_____

**Group B: Full-time / part-time technical and clerical employees**

Total hours worked in a typical week by all Group B employees \_\_\_\_\_

Minimum hourly rate actually paid (convert annual salary to hourly rate) \_\_\_\_\_

Maximum hourly rate actually paid (convert annual salary to hourly rate) \_\_\_\_\_

**Group C: Full-time / part- time pages or shelvers**

Total hours worked in a typical week by all Group C employees \_\_\_\_\_

Minimum hourly rate actually paid (convert annual salary to hourly rate) \_\_\_\_\_

Maximum hourly rate actually paid (convert annual salary to hourly rate) \_\_\_\_\_

**Group D: Full-time / part-time building maintenance, security, or plant operation employees**

Total hours worked in a typical week by all Group D employees \_\_\_\_\_

Minimum hourly rate actually paid (convert annual salary to hourly rate) \_\_\_\_\_

Maximum hourly rate actually paid (convert annual salary to hourly rate) \_\_\_\_\_

68 How many hours per week are considered full-time in **YOUR** library? \_\_\_\_\_

69 How many volunteers does your library have? \_\_\_\_\_

70 **TOTAL** hours volunteered in a typical week in your library \_\_\_\_\_

**71 Staff Benefits Data**

*List the position **titles** in your library for which employees receive paid benefits from the library or municipality. Check all benefits that apply to each position title. Make sure any Group A position titles here correspond to those in Group A, line 67.*

Position Title \_\_\_\_\_

Health \_\_\_\_\_

Life \_\_\_\_\_

Dental \_\_\_\_\_

Pension \_\_\_\_\_

Disability \_\_\_\_\_

Paid Holidays \_\_\_\_\_

Sick Leave \_\_\_\_\_

Paid Vacation \_\_\_\_\_

# of Days Vacation \_\_\_\_\_

**FTE (Full-time Equivalent) Paid Staff"**

"To compute the FTE staff in each category, total the hours of all employees in that category and divide by 40. For example, if your library has 6 librarians who each work 35 hours a week, multiply 35 by 6 to get 210; then divide 210 by 40 to get 5.25. For statistical purposes, your library has 5.25 full-time-equivalent librarians, even though in reality you have 6 librarians on your staff

71a ALA-MLS \_\_\_\_\_

71b Total Librarians (INCLUDE 71a) \_\_\_\_\_

71c All Other Paid Staff \_\_\_\_\_

71d **TOTAL Paid Employees (Sum of lines 71b and 71c)** \_\_\_\_\_



## Technology 72-85

72 How many of the following does your library have?

PCs (whether connected to the Internet or not)

Number in Library \_\_\_\_\_

Number for Public Use \_\_\_\_\_

Laptops

Number in Library \_\_\_\_\_

Number for Public Use \_\_\_\_\_

Laser printers

Number in Library \_\_\_\_\_

Number for Public Use \_\_\_\_\_

Scanners

Number in Library \_\_\_\_\_

Number for Public Use \_\_\_\_\_

Photocopiers

Number in Library \_\_\_\_\_

Number for Public Use \_\_\_\_\_

73 Does your library have a local area network (LAN)? \_\_\_\_\_

74 Are your catalog records part of an online public access catalog (OPAC)? \_\_\_\_\_

75 Does your library have an Integrated Library System? (e.g., Follett, Winnebago, etc. EXCLUDE your library's membership in NHAIS.) \_\_\_\_\_

If **YES**, what is the name of the system? \_\_\_\_\_

76 Can patrons access your Integrated Library System (line 75) from the Internet? \_\_\_\_\_

If **YES**, please provide the complete URL: \_\_\_\_\_

77 Internet Telecommunications Expenditures \_\_\_\_\_

78 Automated Network System Affiliation (choose one) \_\_\_\_\_

79 Does your library have access to the Internet? \_\_\_\_\_

80a Number of Internet Computers Used by the General Public \_\_\_\_\_

80b Number of Users of Public Internet Computers Per Year \_\_\_\_\_

81 CONNECTIVITY (Check all means that your library uses to connect to the Internet for either children or adults.)

Dial-up \_\_\_\_\_

DSL \_\_\_\_\_

Cable Modem \_\_\_\_\_

Wireless \_\_\_\_\_

Other (If "Other", please specify type) \_\_\_\_\_

82 Does your library provide instruction (workshops or classes) to patrons on the use of the Internet? \_\_\_\_\_

83 Has your library board adopted an Internet Access Policy? \_\_\_\_\_

84 Does your library use an Internet filter? \_\_\_\_\_

If **YES**, what is the name of the filter? \_\_\_\_\_

What computer(s) is it on? \_\_\_\_\_

85a Does your library get e-rate funds? \_\_\_\_\_

85b Is this POTS money only? \_\_\_\_\_

**Additional Information 86-98**

- 86 Is your library ADA (Americans with Disabilities Act) accessible? \_\_\_\_\_
- 87 Space (Square Footage) of the **Main Library Building** \_\_\_\_\_
- 88 Space (Square Footage) of the **Branch Library** building(s), if applicable \_\_\_\_\_
- 89 Number of Adult Programs \_\_\_\_\_
- 90 **TOTAL** Number of Library Programs (**sum** of lines 23, 24, and 89) \_\_\_\_\_
- 91 Adult Program Attendance \_\_\_\_\_
- 92 **TOTAL** Program Attendance (**sum** of lines 25, 26, and 91) \_\_\_\_\_
- 93a Number of Times Meeting Room Used for **Library** Functions \_\_\_\_\_
- 93b Number of times **Library** programs were held off site \_\_\_\_\_
- 94 Number of Times Meeting Room Used for **Non-library** Functions \_\_\_\_\_

**WARRANT ARTICLES**

- 95 Was your library involved in a warrant article during the reporting year? \_\_\_\_\_

If **YES**, check all that apply. If you changed the number of elected trustees, please report the new number. If you provided for alternate trustees, please report the number.

Capital Reserve Fund \_\_\_\_\_

Date of Warrant Article \_\_\_\_\_

Passed or Failed \_\_\_\_\_

Effective Date \_\_\_\_\_

Budget Article \_\_\_\_\_

Date of Warrant Article \_\_\_\_\_

Passed or Failed \_\_\_\_\_

Effective Date \_\_\_\_\_

Public Library Establishment \_\_\_\_\_

Date of Warrant Article \_\_\_\_\_

Passed or Failed \_\_\_\_\_

Effective Date \_\_\_\_\_

Public Library Discontinuance

Date of Warrant Article

Passed or Failed

Effective Date

Number of Elected Trustees, if Changed

Number of Alternate Trustees Provided for, if any

Property Acquisition

Date of Warrant Article

Passed or Failed

Effective Date

Bond Issue

Date of Warrant Article

Passed or Failed

Effective Date

Specific purpose of bond

Other (Specify)

96 **TOTAL** amount of major contributions (gifts, donations, bequests, etc.)

97 During the reporting year, did the library acquire real property [i.e., land or building(s)]?

a If **YES**, how was the property acquired? (Check all that apply)

Purchase

Bequest

Gift

Other

If "Other", please specify

b. Who signed the deed?

c. General description of property acquired:

98 Empowering Legislation

a Has your town meeting adopted and not rescinded the provisions of RSA 202-A:4-c permitting the Board of Trustees to accept unanticipated funds?

At what town meeting (month/year)?

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b Has your town meeting adopted and not rescinded the provisions of RSA 202-A:4-d permitting the Board of Trustees to accept gifts of personal property?

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At what town meeting (month/year)?

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If **YES**, did they adopt the provision that a public hearing must be held for gifts valued over \$5,000?

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c Has your town meeting or city adopted and not rescinded the provisions of RSA 202-A:11 permitting the library to retain money received from its income-generating equipment?

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At what town meeting (month/year)?

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For cities, on what ballot date (month/year)?

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