

ENFIELD PUBLIC LIBRARY

BOARD OF TRUSTEES

Date: February 25, 2013

Time: 6:00 PM

Place: Whitney Hall Meeting Room

Type of Meeting: Regular

Present: Phil Cronenwett, Shirley Green, Francine Lozeau, Marjorie Carr, Library Director

Absent: none

Public Present: none

1. Call to Order

The meeting was called to order at 6:05 PM. The minutes of the January meeting and two special meetings were accepted as printed. The motion to accept was made by Shirley and seconded by Phil.

2. Reports

Treasurer's Report

Shirley reports all accounts are balanced. She has transferred all of the building fund donations to a separate account. Francine made the motion to accept the treasurer's report and Phil seconded it. The motion passed.

Fundraising Committee

Phil reported that Timken has requested 2012 statistics, the annual library report and background biographical information on the trustees. The fundraisers continue to meet once a week and are working on the grant to submit to Timken.

Director's Report

Mrs. Carr reported that trustees attended the public budget hearing and the Timken meeting.

3. New business

Every year the library has closed early on New Year's Eve. Mrs. Carr is recommending that we add Holiday Leave to our policy handbook. Phil made a motion to amend item 7.2 (e) as follows:

New Year's Eve, December 31<sup>st</sup> Holiday Leave

7.2 (e) The library will close at 5:00 pm on New Year's Eve when December 31<sup>st</sup> falls on a night when the library is normally open until 8:00pm. Shirley seconded the motion and it passed.

4. Old Business

Mrs. Carr reported on the progress of the town's new website. She stated that the library information has been submitted along with one larger photo and three smaller pictures that will be put on a banner at the top of the library page.

5. Announcements

The Canaan Library will host their annual spelling bee as a fundraising event on March 11. Shirley and Francine plan to attend.

Mrs. Carr mentioned that each year Dr. Beaufait provides a list of recommended medical websites for interested patron use. Francine will get a copy of the Lebanon Public Library's list of good websites for children to use.

Bart plans to do a brief library presentation at Town Meeting.

Circulation for the month of January was 2841. 76 titles were downloaded from Overdrive and 150 people used the computers and wireless connection.

6. Next Meeting

The Trustees next regular meeting will be held on March 25, 2013.

7. Adjournment

A motion to adjourn the meeting was made at 6:35 PM by Shirley and seconded by Phil.

Submitted by Francine Lozeau