

ENFIELD PUBLIC LIBRARY

BOARD OF TRUSTEES

Date: March 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 6:00 PM. The minutes of the February meeting were accepted as printed. The motion to accept was made by Shirley and seconded by Phil.

2. Reports

Treasurer's Report

Shirley reported very few changes in the financial status. Money collected from fines was deposited and some interest was paid. The auditors came to check the books and approved everything with no comment.

Director's Report

Mrs. Carr reported business as usual. Circulation for the month of February was 2452. 149 titles were downloaded from NH Overdrive. 149 people used the public computers and wireless connection.

Fundraising Committee

Phil reported that the Timken grant is almost ready to go to the Lebanon plant manager. The Trustees will be meeting with the TIF Committee on March 26th to talk about the new library and begin preliminary discussions about using TIF funds for landscaping, lighting, paving and the like.

3. Old Business

Work continues on the town's new website. Changes to the library link will be made through Alisa at the town office.

A copy of our New Year's Eve holiday leave policy has been added to the policy handbook.

4. New Business

A motion to accept the generous gift of money to the building fund from the Scovner family was made by Shirley and seconded by Francine. Phil has acknowledged the gift with a letter.

NHLTA conference will be held on May 20th in Bedford. We will look over the workshop selections and give preference information to Mrs. Carr who will submit our registration forms.

A discussion was held on the current internet access policy. Mrs. Carr suggested the following revisions:

Allotted time is one hour except from June 1st to Labor Day when one public computer may be reduced to a ½ hour to accommodate high demand.

If you are more than 15 minutes late for your computer reservation, you may lose the reservation based on computer availability.

Computers will be shut down 15 minutes prior to the library closing.

The motion to accept the revised policy was made by Shirley and seconded by Francine. The motion passed. The complete Internet Access Policy is available at the library.

A discussion concerning non-monetary gifts was held. Mrs. Carr currently types a receipt for the donation, but does not provide a dollar amount for value of the gift. Phil asked if there was a written policy on accepting gifts and Mrs. Carr read the current policy. Phil will work on the non-monetary gift policy and acceptance form.

5. Next Meeting

The next regular meeting will be held on April 22, 2013.

6. Adjournment

A motion to adjourn the meeting was made at 6:27 PM by Shirley and seconded by Francine. The meeting was adjourned.

Submitted by Francine Lozeau