

ENFIELD PUBLIC LIBRARY

BOARD OF TRUSTEES

Date: September 15, 2014

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 6:09 PM. The minutes of the August meeting were accepted with the change of the retirement date in Mrs. Carr's letter. The motion to accept the minutes was made by Shirley and seconded by Phil. The motion carried.

2. Correspondence

Linda MacVicar wrote a note to thank the trustees and director for a bouquet of flowers sent to her as an expression of sympathy.

3. Reports

Treasurer's Report

Shirley presented the Financial Report. She corrected one typographical error and reported that all accounts are in order.

Fundraising Committee

Phil reported that the fundraising committee is currently revising the Timken proposal. By the end of the month the Brundage Grant will be completed.

Director's Report

Mrs. Carr explained an error on the town's accounting of expenditures on the line item for books. She also explained that an item under 'miscellaneous' has not been credited. The cost of the town's new telephone service continues to be over budget.

Seven classes from Enfield Village School have committed to visits to the library this year.

Circulation for the month of August was 2,479. 87 e-books and 99 audio books were borrowed from NH Overdrive. 135 people used the public computers and wireless connection.

4. Old Business

The library has not been able to send or receive emails. A new server will be in place soon to fix the problem.

Today was Linda MacVicar's last day. Moving into October Mrs. Carr will continue to work as Director. Nancy Tiedeman will work afternoons. Mrs. Carr is exploring other staffing options.

5. New Business

There have been ten applicants to date for the position of new director. The deadline for applications to be submitted is September 19<sup>th</sup>.

In 2015 the Fourth of July falls on a Saturday so the library will be closed Friday and Saturday.

The trustees intend to review job descriptions for the position of Librarian and Assistant Librarian as they are both ten years old and need to be updated. Phil will begin work on this project.

6. Next Meeting

The next regular meeting will be held on October 13<sup>th</sup> at 6 PM.

7. Adjournment

A motion to adjourn the meeting was made at 6:33 PM by Shirley and seconded by Phil.

Submitted by Francine Lozeau