

ENFIELD PUBLIC LIBRARY

BOARD OF TRUSTEES

Date: October 13, 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 6:05 PM. The minutes of the September meeting were accepted as printed. The motion to accept the minutes was made by Shirley and seconded by Phil. The motion carried.

2. Reports

Treasurer's Report

Shirley presented the corrected Financial Report dated September 15, 2015 and the October report. All accounts are balanced.

Fundraising Committee

The committee is reworking the Timken Grant proposal for their next cycle of giving.

Director's Report

Mrs. Carr presented a letter dated July 18, 2014 stating a request for a leave of absence from one part time staff member. The effective date is November 1, 2015 to April 4, 2015. Saturday coverage will need to be found. Mrs. Carr reported that several people have shown an interest in working at the library.

Linda MacVicar retired on September 15, 2014 after working part time since 2001.

Circulation for the month of September was 2,850. 121 e-books and 115 audio books were borrowed from NH Overdrive. 123 people used the public computers and wireless connection.

The library's page on the town's website has been updated with some new pictures.

3. New Business

Francine made a motion to expend money from the Trustee funds to help pay for the retirement celebration that is being planned for Mrs. Carr. The motion was seconded by Shirley and passed.

The library will close early on October 23, 2014 for Mrs. Carr's retirement party.

The temporary schedule is working well with Nancy Tiedemann working part time and Bonnie McAlister filling in.

Initial work on the budget has started. We discussed the communications line at \$800 and decreasing the internet line item to \$0. The book budget will remain at \$27,500.00. Office supplies will decrease to \$1100 from \$1300.

Mrs. Carr will check with Steve Schneider about our need for two new (replacement) computers, either this year or next, at a cost of \$900.00 each. Purchase date will be dependent on the amount of money in the town technology fund. One option is to purchase one computer this year and one next year. Mrs. Carr will discuss the need for a new server with Allan Treadwell. It would cost about \$6000.00 to replace the old one which is 11 ½ years old.

Mrs. Carr will get the service contracts soon, from Twin Bridge, and will let us know if we need to meet on the budget preparation again before the next meeting.

4. Announcements

The retirement celebration for Mrs. Carr will be held at the Great Stone Dwelling at the Shaker Inn on October 23, 2014 from 4-6:30 PM.

5. Next Meeting

The next regular meeting will be held on November 10, 2014 at 6 PM.

6. Adjournment

A motion to adjourn the meeting was made at 6:50 PM by Francine and seconded by Shirley.

Submitted by Francine Lozeau