

ENFIELD PUBLIC LIBRARY

BOARD OF TRUSTEES

Date: January 12, 2015

Time: 6:00 PM

Place: Conference Room

Type of Meeting: Regular

Present: Phil Cronenwett, Shirley Green, Francine Lozeau, Melissa Hutson, Librarian, Jennifer Seiler-Clough, alternate trustee

Absent: none

Public Present:

1. Call to Order

The meeting was called to order at 6:02 PM. A motion was made by Francine to accept the minutes of the December meeting. The motion was seconded by Shirley. The minutes were approved as written.

2. Correspondence

Wendy has notified the library that the annual audit will take place in March.

3. Reports

Director's Report

Melissa reported that she is happy with the new staff. She also stated that money is left in the book fund, probably less than \$1000.00. The monthly statistics will be emailed. (Total circulation for December was 2,159. 98 audiobooks, 186 ebooks were downloaded from NH Overdrive. 102 people used public computers.)

Treasurer's Report

Shirley reported on finances and all accounts are in order.

Fundraising Committee

Phil reported a few year-end donations have been received. A letter will be sent to every donor as an update on the fundraising progress for the new library.

4. Old Business

Phil requested that Melissa find the policy manual. We use the town's manual with a few specific library policies that we have added. We will undo the policy that was voted on at the December 8, 2014 meeting. Phil moved to rescind the policy to close the library early on December 24th. The motion was seconded by Shirley. The motion carried.

Vacation time was brought up. This item will be deferred to another meeting to allow for time to meet with the town manager and Wendy to talk about the policy.

5. New Business

Trustee Events

Old Home Days Ice Cream Social- July 25, 2015

Hometown Holidays - December 5, 10AM-3PM

Annual Book Sale- July 9th, set up, July 11 sale starts

Francine said that there may be a parade for Old Home Days and it would be good to have the library participate.

Funding for Library Events

Katrina is working on a grant to fund programming for children.

Mascoma Savings Bank and NH Charitable Foundation also offer grants. Phil suggested a possible partnering with another organization for a NH Humanities Council program.

Trust Fund Money

Shirley explained to Melissa that sometime in January we will receive a check from the town trust fund.

Book Drop Box

A patron complained about the book drop box out back, saying books were jammed. Shirley suggested a sign could be put on the box to caution patrons to check the box after depositing books.

6. Announcements

The budget hearing for the town will be held on February 4th, with a snow date of February 5th.

The meeting will be held at the DPW at 6:30 PM.

7. Next Meeting

The next regular meeting will be held at 6PM on February 9, 2015

8. Adjournment

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

Submitted by Francine Lozeau