

ENFIELD PUBLIC LIBRARY

BOARD OF TRUSTEES

Date: August 10, 2015

Time: 6:00 PM

Place: Whitney Hall

Type of Meeting: Regular

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

Absent: none

Public Present: none

1. Call to Order

The meeting was called to order at 6:03 PM. The minutes of the July meeting were accepted as printed. The motion to accept the minutes was made by Jen and seconded by Shirley. The motion carried.

2. Correspondence

There was no correspondence.

3. Reports

Librarian's Report

Reports from June and July were given.

Melissa explained that Follett will be upgraded this week as they will host our online data. Melissa and Patti plan to attend a CLIF conference titled "Understanding Your Community". Staff members are keeping track of when patrons visit the library. A change in library hours will be based on the tracking results. Chrome books are being recommended for libraries on the library listserv and Melissa is considering their use. The book sale raised \$552.50.

Circulation for the month of July was 2,559. 108 audio books and 113 ebooks were borrowed from NH Overdrive. 65 people used the public computers and 23 patrons used wifi. 72 people attended the Norman Ng magic event on July 29th.

Treasurer's Report

Shirley reported on finances, stating all accounts are balanced. Francine needs to verify information for the new CD and will go to the bank to sign the document.

Fundraising Committee/ New Library

Phil reported that 25 people attended the library reception at the Southworth's on Sunday. The next one will be held on August 23rd at the Shaker Museum.

Phil and Mark will meet with Bob Cusick and Lee Carrier, from CIP, to talk about adding the

the library to the Capital Improvement Plan list.

4. Old Business

Summer Events

June 25 2016 was suggested as a possible date for next year's book sale. The ice cream social was a success with about 200 people. Next year we will put the sandwich board up to advertise the event. Magician Norman Ng did a great job and drew a crowd of 72 people at the Community Center. 63 children signed up for the summer reading program.

Policy

A discussion was held concerning full time library employees and their vacation time .Phil made a motion as follows: To amend section 7.3 of the Library/Town Personnel Policy to set annual base vacation leave at 120 hours for full-time employees. This amendment is retroactive to 16 February 2015. Francine seconded the motion. The motion carried.

5. New Business

Town Manager Steve requested that the trustees have a copy of the library keys. Phil will be the keeper of the keys.

6. Next Meeting

The next regular meeting will be held on September 14, 2015 at 6 PM.

7. Adjournment

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

Submitted by Francine Lozeau