

Enfield Public Library  
Board of Trustees

Date: 11 July 2016

Time: 5:00 PM

Place: Whitney Hall Conference Room

Type of Meeting: Regular

Present: Phil Cronenwett, Shirley Green, Jennifer Seiler-Clough (acting as a voting trustee),  
Melissa Hutson, Librarian

Absent: Francine Lozeau

Public Present: None

1. Call to Order

The meeting was called to order at 5:00 PM. Minutes of the June meeting were read and accepted on a motion by Shirley and seconded by Jennifer.

2. Correspondence

None.

3. Public Comment

None

4. Reports

A. Melissa reported that a certified letter had been sent to a patron who had outstanding fines and an outstanding book. The letter was refused and she will talk with Chief Crate about next steps. She also reported that 35 children and 19 adults have signed up for the Summer Reading Program and 25 children for Games Day

Circulation for June was 2,521 items; 209 downloadable items; 51 patrons used computers; 13 used wifi; and 1,192 visitors to the library during the month.

B. Financial. Shirley distributed a written report and all accounts are in order.

C. Phil noted that he was working with the pre-school on a grant to Jane's Trust in support of Willa's Corner. A proposal to Timken Foundation is nearly ready to submit.

5. Old Business

New Library: Nothing to report.

Book sale wrap-up: Melissa reported a final total of \$779.

Old Home Days: We are all set for this popular event.

Library friends group: Nothing to report

Summer Programming: Melissa distributed a list of special and on-going events. The trustees noted the extensive list with great approval.

6. New Business

Fines and Fees Policy: The proposed policy was approved with Shirley moving acceptance and Jen seconding.

7. Next Meeting

There will be, as traditional, no meeting in August. Our next regular meeting will be on Monday, 12 September, at 6:00 PM, in the Whitney Hall Conference Room.

8. The meeting was adjourned at 5:50 PM on a motion by Shirley and a second by Jen.

Submitted by Phil Cronenwett