

ENFIELD PUBLIC LIBRARY

BOARD OF TRUSTEES

Date: September 12, 2016

Time: 6:00 PM

Place: Whitney Hall

Type of Meeting: Regular

Present: Phil Cronenwett, Shirley Green, Francine Lozeau, Melissa Hutson, Librarian

Absent/Excused: Jennifer Seiler-Clough, alternate

Public Present: Hana Masseur, Mark Johnson

1. Call to Order

The meeting was called to order at 6:04 PM. The minutes of the July meeting were accepted as printed. The motion to accept the minutes was made by Shirley and seconded by Melissa. The motion carried. The trustees did not meet in August.

2. Correspondence

A few more donation checks have been received.

3. Reports

Librarian's Report

Melissa reported that the summer reading program went well. Participation included children and adults. The No Strings Marionette performance had 39 people in attendance.

The remaining books from the summer book sale have been given to a group called Rolling Thunder. An ongoing book sale has been set up in the library. A local church took the server cabinet which was no longer needed.

Melissa attended the July LUV meeting in Newport where librarians gave 5 minute "spark talks" to present and share information from their libraries.

Statistics for July:

circulation-2,452

audio books -127

ebooks-122

public computers-58

wifi-19

visitors-863

Statistics for August:

circulation-2,795

audio books-107

ebooks-100

public computers-77

wifi-21  
visitors-1,189

#### Treasurer's Report

Shirley gave financial reports for July and August. All records are in order.

#### Fundraising Committee

Phil reported the committee is waiting to hear from Timken regarding our grant application.

#### 4. Old Business

##### New Library

Phil reported that he spoke with Jason LaCombe from SMP Architecture and it will cost several tens of thousands of dollars to do an updated estimate on the cost of the project.

##### Old Home Days

242 people were able to join us for ice cream at the library's annual Ice Cream Social. While there, many people participated in the free raffle and the library scavenger hunt for children. We were pleased to have the Mascoma Cooperative Preschool join us again this year.

##### Friends of Library

No report.

#### 5. New Business

##### User Fees

We discussed non-resident user fees. Melissa talked with Steve and learned that the approximate library cost per household is \$70 a year. She researched a couple of libraries to see how their charges compared to actual household costs. Based on that information the following fees were suggested: \$25 per family, \$20 per individual, \$15 per senior. Phil made a motion to institute a non-resident library card fee for anyone outside of the Mascoma School District. Shirley seconded the motion and the motion carried.

##### Budget

Preliminary budget discussions began. Melissa noted that there was some overspending on office supplies, most likely because they were craft items for story time and were taken out of the wrong account. There is money left for Programming and we discussed using space at the Community Lutheran Church, the high school auditorium and the Community Building.

The book budget will most likely have some remaining money in the account due to the fact that there is no more room for new books. We will keep the same book budget because we will have more space for books in the new building and will need that money.

##### Capital Reserve Funds

There exists a CRF for new equipment that has never been funded. Phil will research this. There is also an automation CRF that Phil will check on. Melissa will ask if there is money in this account.

#### 6. Announcements

A free program on Coyotes has been scheduled for October 6<sup>th</sup> at 7PM in the Community Building.

#### 7. Next Meeting

The next regular meeting will be held on October 10, 2016 at 6 PM.

8. Adjournment

A motion to adjourn the meeting was made at 6:45 PM by Shirley and seconded by Phil.

Submitted by Francine Lozeau