

ENFIELD PUBLIC LIBRARY

BOARD OF TRUSTEES

Date: December 12, 2016

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: Mark Johnson

1. Call to Order

The meeting was called to order at 6:03 PM. The minutes of the November meeting were accepted as corrected. The word "there" was deleted from the first paragraph of the Librarian's Report. The motion to accept the minutes was made by Shirley and seconded by Phil. The motion carried.

2. Correspondence

A few more donations for the new library were received.

3. Reports

Librarian's Report

Melissa reported that Ann's last workday was November 5th, but she will be back to work in April. The library was open late on voting day with 132 people stopping in and several signing up for cards. Storyteller Jools Skeet did a program at EVS which was well received. Melissa attended a coffee for the new Howe Library Director and attended the LUV end of the year luncheon.

Statistics for November:

circulation-2,326

audio books -148

ebooks-103

public computers-51

wifi-10

visitors-1,048

Treasurer's Report

Shirley reported on finances. All accounts are in order. She asked for fine money so it can be deposited before the end of the year.

Fundraising Committee

Phil reported that work is being done on two grants and they may be ready for submission by the end of the year. Several letters are being prepared and will be sent to previous donors to see if meetings can be arranged to discuss the new library.

4. Old Business

New Library

Phil will talk to the architects to let them know we will not be going to the town for money this year.

Friends of the Library

We will work to get this established in the new year!

Tech Upgrades

Melissa has a proposal from Allan Treadwell for the replacement of public computers. We will ask Mascoma Savings Bank for a grant.

Librarian's Performance Review

Melissa has completed a self evaluation. Goals for the coming year were discussed. Melissa would like to attend a conference. NHLA is one option and New England Library Association Conference would be another good option. Phil recommended NELA. Shirley asked about last year's goals. Phil will check last year's evaluation for this information.

Board of Trustees Nominations

Our current alternate to the board is considering whether she would like to continue as an alternate or run for a trustee position in the March 2017 election.

5. New Business

2016 Annual Report

Phil will draft the report and have it ready for preview before the next meeting.

6. Next Meeting

The next regular meeting will be held on January 9, 2017 at 6 PM.

7. Adjournment

A motion to adjourn the meeting was made at 6:40 PM by Francine and seconded by Shirley.

Submitted by Francine Lozeau