

**Enfield Public Library
Board of Trustees
February 12, 2018
Minutes**

Date: February 12, 2018

Time: 6:00 PM

Place: Whitney Hall

Type of Meeting: Regular

Present: Francine Lozeau, Shirley Green, Andi Diehn, Jen Seiler-Clough, Melissa Hutson, Librarian, Mark Johnson, Public

1. Call to Order 6:06

Minutes of the January 8, 2018 meeting were reviewed, Francine moved to accept minutes with corrections, Shirley seconded

2. Correspondence: None

3. Public Comment: None

4. Reports

Librarian – Melissa noted circulation is back up, over 1000 (including kids)

One of the children's programs had to be moved to the Enfield Village School, because there was not enough room in the library.

Jerusha is doing well. She has covered storytime and desk. 14 little ones for baby storytime! Great attendance.

Melissa attended Lioness dinner as a guest. It was a very good experience.

Melissa and Shirley attended a Town Strategic presentation – What do people expect from their library? How will facilities be represented in the process? All groups have their wish lists, but nothing on the plan at this point about buildings. Renovations vs. new buildings vs. multi-use buildings

Regarding computer consulting, Melissa contacted Symquest and asked about IT from the company. EPL could continue to use our current IT guy (not very timely), or we will go to another group.

Statistics:

Circulation: 2,547

Downloadable: 381 (186 audio; 195 ebooks)

Computers 56

Wifi: 19

People: 1,049

Programs: 34 (27 kid, 6 adult, 1 open); 621 participants

January 5th, storyteller Simon Brooks at EVS. All grades attended (200 kids!)

Financial

Shirley reported that all accounts are in order. Several checks for Phil have come in and money continues to come in for Evelyn Crate fund.

Fundraising

Meetings continue every 2 weeks

5. Old Business

New library – fundraising continues

Senior services update

Dolores Struckhoff (representing the Evelyn Crate fund) very receptive to ideas - primarily, getting books to seniors, and getting folks to programs. We need to research first, then proceed with plans.

Are volunteers covered by town insurance? Do volunteers need to be fingerprinted, etc. Lebanon mails things, and that might be easier. Shirley offered an idea that was well received – bags for books, perhaps a library logo and Evelyn Crate's name. Ipads or kindles available through the library. All the Crate women will be very involved. Possibly create a flyer to advertise senior program (separate from the newsletter).

Next step is research – Melissa and Dolores

EVA coffee, February 23 8-9am

Trustees and Melissa to provide coffee, juice, and morning treats

Library newsletter update

Looking at style and printing for the town meeting and voting day. Hoping for a quarterly publication. Jen moves that we spend no more than \$250 for printing the inaugural issue of the newsletter. Shirley seconded. Keep informative and light. Motion voted on and passed.

Town Meeting display, March 17 –

Table, display, brochures, Review at the next fundraising meeting.

Patron Appreciation, March 13 -

Trustees and Melissa to offer treats (cookies, muffins, hand held items) for voting day and often ends up lasting through the week. We appreciate our patrons!

6. New Business

Trustee alternates, renewal, and new appointment – Nominate Andi Diehn and Susan Southworth as library trustee alternates, pending Selectboard approval.

Library staff duties – Trustees interested in how many different activities are going on in the library and if staff are cross-trained, so programs do not need to be cancelled if one person is out. Melissa assured some staff are cross trained (on

ILL, storytime, etc.), others are not. Now that EPL is again fully staffed, program cancellations should not be an issue.

7. Announcements

NHLTA Spring Conference and Annual Meeting-May 14

8. Next Meeting

March 12, 2018

9. Adjournment – Shirley moved to adjourned, Jen seconded. The meeting concluded at 7:40.

Submitted by Jen Seiler-Clough

Notice: The Trustees may vote to enter into a non-public session under provisions of RSA 91-A:3.