

Enfield Library Trustees

Meeting Minutes

January 24, 2023

Present: Shirley Green, Francine Lozeau, Dolores Struckhoff, Kate Minshall, Librarian
Public: Dominic Albanese, Mark Johnson (in at 1:00)

Next meeting: Regular meeting-February 13, 2023
5:30 PM, in the library

1. Call to Order

The meeting was called to order at 12:34 PM in the Whitney Hall Conference Room.

2. Agenda

The purpose of this meeting was to gather the trustees and librarian to meet with Dominic and Mark to update everyone on letters that were sent out in November. The letters were mailed to all of the library donors to inform them of the change in library construction plans. Donors were asked to complete a form and return it to either give the library permission to use their money for the expansion/renovation of Whitney Hall or to return their donation. Fundraisers Dom and Mark have been assisting the trustees with the letter writing and mailing and made themselves available for the update and discussion.

- 249 letters were mailed in November
- 165 signed letters were returned
- 5 more letters were mailed in December (change in address, etc)
- 3 more letters were mailed in January

One donor has asked for their donation to be returned.

Motion by Shirley: I move that the trustees return the gift of PV and BV in the amount of \$5000.

The motion was seconded by Dolores and approved by all.

A second letter will be mailed to donors who did not respond to the first one. It will include an insert to notify people that they might not have received the first letter and to invite them to

join the 165 donors who have responded. A watermark will indicate that this is the second notice of the original letter.

3. Adjournment

The meeting was adjourned at 2:00PM with a motion by Shirley and a second by Dolores.

Submitted by Francine Lozeau