

# Enfield Library Trustees

## Meeting Minutes

**July 10, 2023**

Present: Shirley Green, Francine Lozeau, Kate Minshall, Librarian  
Excused: Dolores Struckhoff

Next meeting: Regular meeting-August 14, at 5:30 PM \*MAY NEED TO BE CANCELLED OR  
RESCHEDULED DUE TO A CONFLICT

### **1. Call to Order**

The meeting was called to order at 5:34 PM.

### **2. Minutes**

The Secretary's minutes for the June 12, 2023 meeting were approved. The motion to accept the minutes was made by Shirley and seconded by Francine. The Secretary's minutes for the special meeting on June 29, 2023 were approved with a motion to accept by Francine and a second by Shirley.

### **3. Reports**

Treasurer's Report

All financial accounts are in order with only a change in interest for the month of June.

Mascoma Insured Cash Sweep-\$97,995.91.

Evelyn Crate Fund-\$3,455.01

Mascoma Checking-\$100.

Building Fund Savings-\$14,010.72

Building Fund CD-\$372,324.90

Fundraising Report

Shirley reported that fundraisers Dom and Mark are working on a donation letter that is being planned for mailing in September. There will be three parts to the campaign: a postcard mailing to the whole town, a letter to new donor prospects who have not donated in the past, and a letter to the past donors who gave permission for their previous donation to be redirected to the renovation/expansion of Whitney Hall. The two matching grants totaling \$35,000 will be introduced in this mailing. The draft letter should be ready for consideration next month.

#### Building Committee Report

The MFAC committee has not met recently, but meetings will resume soon.

#### Librarian's Report

Kate reported the following statistics:

	June	May	April	March	February
New patrons	A-29 Child-10	A-7 Child-0	A-9 Child-2	A-11 Child-1	A-16
New Hoopla patrons	4	4	5	9	3
In person visits	665	543	493	497	571
Porch pickups	123	114	110	114	99
Audio books/ebooks	462	492	488	519	527
Hoopla items	172	201	201	194	218
Kanopy	21	49	49	44	42
Circulation			1666 total	1645 physical items 1929 total	1681 Physical items
Adult program attendance	189	210	143	86	89
Children's program attendance	232	262	262	196	172
Programs offered			24	19	17

Kate reported that the Summer Reading Program has begun. This year's theme is All Together Now!

#### **4. Agenda Discussion**

Discussion on the Gift Policy revision will continue next month. Kate continues to gather information regarding policies for the trustees' policy revision work.

##### **Ice Cream Social**

The annual Old Home Days Ice Cream Sundae Social will be Saturday afternoon, July 15. Kate has prepared an ice cream craft and coloring sheets. Jennifer St. James will help with the craft station and Kate will join the social when the library closes at 2 PM. DPW will provide tables, chairs, trashcans and set up the tent. Our new library plans will be on display.

#### **5. Adjournment**

The meeting was adjourned at 6:15PM with a motion by Shirley and a second by Francine

Submitted by Francine Lozeau