

# Enfield Library Trustees

## Meeting Minutes

**November 13, 2023**

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

Next meeting: Regular meeting-December 11, 2023. Note: This meeting may be cancelled.

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

The meeting was called to order at 5:32PM.

### **2. Minutes**

The Secretary's minutes for the two October meetings were approved. The motion to accept the minutes for October 9 was made by Dolores and seconded by Shirley. The motion to accept the minutes for the special meeting on October 20 was made by Dolores and seconded by Shirley.

### **3. Reports**

Treasurer's Report

All financial accounts are in order.

Mascoma Insured Cash Sweep-\$99,416.14

Evelyn Crate Fund-\$3,605.01

Mascoma Checking-\$100.

Building Fund Savings-\$15,115.73

Building Fund CD-\$376,021.67

Kate asked if Shirley had a date for when the library will present our budget to the Budget Committee. Shirley will check on that.

### Fundraising Report

The postcard to be sent to all Enfield residents is in the final stage of development and will be ready soon. The postcard will announce our two matching grants and ask for donations to the building fund.

### Librarian's Report

Due to packing for the library move statistics for the month of October are not available yet.

	<b>October</b>	September	August	July	June
New patrons	A-7 Child-1	A-11 Child-0	A-15 Child-3	A-21 Child-6	A-29 Child-10
New Hoopla patrons					4
In person visits	489	545	700	697	665
Porch pickups	122	104	137	128	123
Audio books/ebooks	555	487	578	462	462
Hoopla items	245	236	207	190	172
Kanopy	14	13	7	0	21
Circulation					
Adult program attendance	91	67	120	142	189
Children's program attendance	189	89	102	192	232
Programs offered	25	14	18	20	

Kate reported that the library will close at Thanksgiving for the last of the packing of books and materials. The plan is to reopen on January 2, 2024. Nancy is working on the floor plan for using the space in the former La Salette Gift Shop to the best advantage. There are little wall heaters that are controlled by thermostat. A moving company will move all the boxes of books. The week of December 4-8 is the official date for moving out of Whitney Hall.

The trustees plan to make a lunch for the staff in December. Kate will check on possible dates. The tentative plan is soup, salad, rolls and dessert starting at 11:00 AM.

Kate attended the Whole Child Library Conference and had a good day with new information and lots of sharing.

The library participated in the town's Trunk or Treat event on October 28<sup>th</sup>. It was well attended with 550 children! In addition, there were 90 trick or treaters at the library on Halloween. A storytime was also held on Halloween at 4:30 PM.

A local Girl Scout troop visited the library recently. They chose the library over many other possible places to visit! The Scouts interviewed Kate.

Kate is working on getting a therapy dog to visit the library (at the Community Building). She shared pictures of three dogs that provide this service. She is hoping the dog might be able to come twice a month. Children will be invited to read to the dog.

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

Policy work will be done after Christmas with the goal of completing the Computer and Internet Policy and the Gift Policy by March.

Discussion of a Friends group has been postponed, as we agreed last month.

Other: The Museum would like to hang the library's picture of Henry Cummings in the North Family Trustee Building while Whitney Hall is renovated.

There are plans to meet and collaborate on the 2024 tiny art show with the Shaker Museum! This collaboration will begin after we have moved and settled into our new space.

The trustees may not need a December meeting. A decision will be made closer to December 11.

#### **5. Adjournment**

The meeting was adjourned at 6:48 PM with a motion by Dolores and a second by Francine.

Submitted by Francine Lozeau

