

Minutes
Enfield Public Library Board of Trustees
October 22nd, 2018
6:30pm, Selectman's Conference Room, Whitney Hall

- Attendance: Dominic Albanese (trustee), Shirley Green (trustee), Jen Seiler-Clough (trustee), Melissa Hutson (library staff), Patti Hardenberg (library staff), Susan Southworth (alternate trustee), Andi Diehn (alternate trustee), Mark Johnson (public), Francine Lozeau (public)
- Call to Order – 6:35pm
 - Minutes Review and Adoption (5 Minutes)
 - Minutes of September 10, 2018 were reviewed; Shirley moved to accept, Jen 2nd, so moved
 - Minutes of August 22nd, 2018 non-public meeting were reviewed, Shirley moved to accept, Dom 2nd, Melissa had a question, quick discussion and minutes were approved
- Correspondence (5 minutes) – Lioness Club sent \$200 check. Melissa to thank and consider how to use the funds (possible chair upgrades)
- Public Comment (5 minutes) - none
- Reports
 - Librarian (5 minutes) – the library moved from its own website to a town website – much improved. New librarian reporting format, attached.
 - Financial (5 minutes) – reviewed and approved, updated funds for Evelyn Crate Fund and book sales. Report attached.
 - Fundraising (5 minutes) – discussion tabled to later in meeting.
- New Business
 - Question on how fundraising costs have been paid for historically. Much discussion on using Trustee funds or library funds or donated funds. Dom moves that we acknowledge questionable use of funds in the past and be thoughtful moving forward. It is our intent, going forward, to not use gift funds for fundraising purposes, and we will pay back the formerly used funds.
 - Discussion of hiring substitute for the winter, as the current sub is going to Florida. Funding is all set for this person. Melissa and a trustee to interview. We have several very strong candidates.
 - Review of Library Budget. Computers in Town hardware budget. Budget reviewed line by line, a few adjustments made. Melissa to adjust budget for approval at November meeting.
 - Discussion of Friends Group
 - Discussion of Strategic Plan – still waiting for the plans to be listed online so we/library/trustees can solicit resident feedback. The Strategic Governance Steering Committee will be doing outreach with three public sessions addressing the plan.
 - Municipal Facilities Survey – the architect is Jay Barrett. Dom, Shirley, Francine, and Melissa will meet with Jay to emphasize library needs and plans
 - Newsletter is on hold
 - Mark shared the library donor update letter to soon be mailed. It points to town website for strategic plan and capital plan, need to adjust some wording. Trustees signed. Letter to be sent.
 - Mascoma Rec Fall/Winter brochure funding email from Kati – suggested \$200-\$250 for a full page ad of Library activities. It went to press. Looks great. Using funds Jessamyn West returned to pay for ad.

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

- Senior Services update – brochures, logo, and bags are finished, with town seal included. Dolores is now looking at a February Flea – organizing vendors and one day café as her next fundraiser.
- Shirley mentioned she knows many people with interest in a Friends Group.
- Next Meeting - Monday, November 12, 2018, 6:30, Whitney Hall
- Adjournment – Meeting adjourned at 8:27, after Dom so moved, and Jen seconded.