

ENFIELD PUBLIC LIBRARY

BOARD OF TRUSTEES

Date: January 11, 2016

Time: 6:00 PM

Place: Whitney Hall

Type of Meeting: Regular

Present: Phil Cronenwett, Shirley Green, Francine Lozeau, Melissa Hutson, Librarian, Jennifer Seiler-Clough, alternate

Absent: none

Public Present: none

1. Call to Order

The meeting was called to order at 6:03 PM. The minutes of the December meeting were approved as printed. The motion to accept the minutes was made by Shirley and seconded by Jen. The motion carried.

2. Correspondence

Phil reported that we have received about two dozen donation envelopes since the last meeting. Shirley reported that she had an email from EVA's Stripe Demarest who wanted to follow up on her invitation that the library host a Business Coffee. She offered two dates and we chose February 26th. Details will be worked out next month. Melissa will contact Stripe.

3. Reports

Librarian's Report

Melissa reported that assistant librarian Patti will be out for a while in February. She is looking for a volunteer to lead a few Wednesday morning story time sessions. Patti has started a new homeschooler group and has had two sessions that have been very successful.

Melissa is interested in giving one part time staff member two additional hours each week so that she will be entitled to paid holidays and some vacation time. She will discuss this with Steve.

Circulation for the month of December was 2,280. 117 audio books and 106 ebooks were borrowed from NH Overdrive. 81 people used the public computers and 8 patrons used wifi. Records indicate that 902 patrons visited the library during the month.

Treasurer's Report

Shirley reported on finances. Since last month we have received \$5,925.00 in donations for the new library.

Fundraising Committee

Phil reported the committee is currently planning to send a flyer to all town residents to remind them to vote at Town Meeting on March 15th. No taxpayer money will be used for this purpose.

4. Old Business

New Library

Phil met with the architects and landscaping architect. He explained that we want to cut back on plantings and use native plants, as much as possible. We also want to use good plantings for shoreline protection. Shirley gave Phil information from the Department of Environmental Services to show them. Phil was pleased that they already had the same information and agree.

Permit Status

The wetlands permit will be filed on behalf of the library. Fairpoint will be asked to sign. We will have an urban exception because we will follow all of the rules.

Building Commissioning

Cornerstone Commissioning is used by our architectural firm to do new building commissioning. We have received a quote from them for just over \$16,000. This is about half of the actual cost, and we will find out more about it, but it appears that former Enfield resident and one of the company founders, Bo Petersson, is giving us an inkind gift!

Materials Selection Policy

We will discuss this next month.

Benefit Concert

Melissa has contacted Anna Guenther from the Shaker Museum and it looks like we will be able to use the Mary Keane Chapel for two afternoon concerts. Anna will get back to Melissa with information about the rental fee.

5. New Business

The Budget Committee will hold their public hearing on February 3rd at 6:30 PM at the DPW. Phil asked Shirley to check with her committee to see if we should prepare a presentation.

Annual Reports

The town needs annual reports from the trustees and librarian by this Friday.

Library/Town Coordination

Melissa will talk to Steve to ask that the library will be included in any communication from the town that might impact the library.

Selectboard Hearing

Phil plans to speak for only 5-10 minutes to inform the Selectmen about the money we have raised, the cost of the new library and the benefits of the library. The hearing will be at the DPW on January 19th at 6:30 PM.

Shirley asked if the trustees and the library would be interested in bringing back Patron Appreciation Day. It was not held last year, but has been enjoyed in the past. We decided to hold the event on Monday February 15th.

6. Announcements

Phil has asked the Selectmen to reappoint Jennifer Seiler-Clough as trustee alternate for another year.

7. Next Meeting

The next regular meeting will be held on February 8, 2016 at 6 PM.

8. Adjournment

A motion to adjourn the meeting was made at 6:59 PM by Shirley and seconded by Francine.

Submitted by Francine Lozeau