

ENFIELD PUBLIC LIBRARY

BOARD OF TRUSTEES

Date: February 13, 2017

Time: 6:00 PM

Place: Whitney Hall

Type of Meeting: Regular

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

Absent: none

Public Present: Andi Diehn, Mark Johnson

1. Call to Order

The meeting was called to order at 6:07 PM. The December minutes were corrected to read that Ann's last day at work was November 5th. The December minutes and the January minutes were accepted with Shirley making the motion to approve and Phil seconding the motion.

2. Correspondence

none

3. Reports

Librarian's Report

Melissa reported that she attended the January 23 LUV meeting in Wilmot. The Collection Development group met to discuss publicity ideas for programs on January 31. The library's annual report was submitted to the town in January. The EVA coffee for the month of February will be held at the library on the 24th. We did not host our annual Patron Appreciation Day in February but will do it on March 14, when many people will be coming to Whitney Hall to vote at Town Meeting.

Statistics for January:

circulation-2,461

audio books -199

ebooks-151

public computers-68

wifi-6

visitors-989

Treasurer's Report

Shirley reported on finances. All accounts are in order and information has been submitted for the annual report. The library received \$1052.22 from the 2016 trust distribution and that money has been deposited into an existing CD which was at its maturity date.

Fundraising Committee

Letters have been sent to some of our previous donors. We now need to follow up with our phone calls.

4. Old Business

New Library
No report.

Friends of the Library
No report.

Trustee Alternate

Andrea Diehn has expressed a willingness to serve as an alternate. A motion to ask the Selectboard to appoint her to the position was made by Shirley and seconded by Francine. The motion carried.

5. New Business

Selectboard Meeting

Melissa, Phil and Shirley attended the Selectboard meeting on February 7 to let the Selectboard know that the library has some concerns with Shaker Bridge Theater. Steve will meet with Mr. Coons, theater founder, to talk about the issues.

Town Manager Search

The trustees have been invited to submit written input for the new town manager search. Municipal Resources Incorporated is assisting with the search and would like to know what skills and qualifications we would like to see in the new manager. The letter will also give us the opportunity to explain our library needs and challenges. Francine will write the initial letter and Jen and Andi will revise and edit it.

Calendar Planning

Jen asked about 'a year in the life of a trustee'. It would be helpful to have a calendar that would detail our yearly projects.

6. Announcements

Library Program

On March 22, 2017 the Education Coordinator from Mt. Washington Observatory will give a presentation at the Community Building.

Patron Appreciation Day

Patron Appreciation Day will be held on March 14, Town Meeting (ballot voting) Day.

7. Next Meeting

The next regular meeting will be held on March 13, 2017 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