

Minutes
Enfield Public Library Board of Trustees
February 11, 2019
6 PM Whitney Hall Conference Room, Whitney Hall

Present: Shirley Green, Melissa Hutson, Patti Hardenberg, Dominic Albanese, Susan Southworth, Mark Johnson (representing fundraising committee) arrive at 6:05

Excused: Jen Seiler Clough, Andi Diehn

Dominic called the meeting to order at 6 pm.

Dominic moved to postpone review of January 7 minutes, Shirley Green second, all present in favor of the motion.

No correspondence or comment at this time.

Librarian's report (Melissa)

Operations and news:

VINS passes are now \$5 with the pass, after \$150 cost to library.

Mascoma preschool story time in newspaper.

Melissa attended LUV at Wilmot library.

Melissa to use reporting functions learned at this event to create reports and find out what we can do with it.

Brief discussion of 2019 budget, the budget is very similar to 2018.

The library's computer replacement is ready to be set up.

Computer Vendor: Discussion of cloud-based computing; this may be a viable option after planning for this change. Library Trustee preference is for library computing to be included in this transition, whatever the outcome.

Financial Report (Shirley):

Currently tracking down a check that was written on a closed account. Melissa to let the group know when resolved.

Shirley negotiating CD terms with Mascoma Bank.

Auditors will be here the first week in March, Shirley preparing.

Fundraising (Mark):

\$75 in new gifts last week

\$10 more brings total to \$496,830

Total available \$1,014,207

Next steps to be discussed in a separate fundraising meeting – Dominic to arrange (as below).

New Business:

2018 infographic review – “2018 by the numbers” Consensus was that the graphic is good to go! Melissa will post by circulation desk, post to facebook, etc.

2/22/19 EVA Business Coffee at EPL:

Library needs to provide food, coffee, etc. Discussion will be around library programs, one trustee may want to be present. February is usually the library’s month to host this. Shirley will bring paperware and some muffins. Likely plan for 15-20 people. Melissa will reach out to trustees for food responsibilities and send out reminder in advance of the meeting.

Jakes Mkt displaying Enfield activities “Discover Enfield!”; EPL involvement?:

Shirley Green reported on a recent conversation she had with representatives of the new Jake’s in her role as an Enfield Shaker Museum Trustee and Enfield Historical Society advocate. Jake’s is interested in showcasing cultural and historic events from Enfield in his new store.

Old Business:

- New bookcases: They are finished and ready to be stained, then they will be delivered. All came in just within budget.
- Replacement reading chair: No update at this time, Melissa is still looking for best option. Dominic suggested Melissa to look into Pompanoosic, she will. It is an investment that will last.
- Library newsletter: discussion postponed
- Town facilities update: Dominic updated the group as to where this process currently is. Much will be learned at Town Meeting; draft of talking points may be a good idea to prep for Town Meeting. Melissa to create and send survey regarding knowledge of library services and wishes for other services to members for review. Synergy of Town Offices and Library was discussed.
- Senior services update: Bags have arrived! As soon as brochures are printed, they will be distributed. This is an option of something we may want to display at Jakes as well (need to start small first).
- Computer and iPad purchases: iPad not purchased yet. May use computer funds in 2019 budget for this purchase. Melissa will update committee as soon as it is purchased.
- Computer vendor issues: Cloud-based options discussed as outlined above.
- Computer and electronic equipment inventory: Melissa to do in future.
- Determine date of next library fundraising meeting: To discuss current affairs and upcoming changes from a donor perspective. Meeting set for Monday March 4th 6 pm. Dominic to contact Alisa to check on availability of Whitney Hall conference room.

Dominic moved to close the meeting at 7:13 pm, Susan second, vote unanimous in favor of the motion.