

Agenda/Minutes
Enfield Public Library Board of Trustees
March 13, 2019
6:00pm, Enfield Public Library, Whitney Hall

- Call to Order Dominic called the meeting to order at 6 PM
 - Present: Shirley Green (Trustee), Melissa Hutson (Librarian), Dominic Albanese (Trustee), Susan Southworth (Alternate Trustee), Mark Johnson (representing fundraising committee) Andi Diehn (Alternate Trustee), Jen Seiler-Clough (Trustee)
 - Melissa had to leave at 6:30, Mark left at 6:42
- Minutes Review and Adoption (5 Minutes)
 - Minutes of January 7, 2019 meeting
 - Dominic made a motion to approve with Shirley Green seconding. The vote was unanimous in favor of the motion 3-0.
 - Minutes of February 11, 2019 meeting
 - Dominic made a motion to approve as corrected, with Shirley Green seconding. The vote was unanimous in favor of the motion 3-0.
 - Corrections: On page 1 under librarian's report please add 'to learn how to use the state library reporting system'
 - Minutes of February 28, 2019 workshop
 - Dominic made a motion to approve as submitted with Shirley Green seconding. The vote was unanimous in favor of the motion 2-0 with Jen Seiler-Clough abstaining.
- Correspondence (5 minutes)
 - Hanover gardening club sent a check to order gardening books. They send a \$75 to us every year and book plates to stick in the books.
- Public Comment (5 minutes)
 - No public comment
- Reports
 - Librarian (5 minutes)
 - Ms. Hutson will be out week of 4/1, Patti will be out 4/11-4/24. Coverage is already planned.
 - Patti's computer is working okay, so far so good.
 - Bookcases are done, waiting to hear about delivery, likely a Friday when library is closed.
 - COHA meeting Friday that was very helpful for grant proposal writing, will discuss next month.
 - The New York Times subscription will be kept. It is approximately \$520 for the year.
 - VINS letter has been sent by Melissa and others to protest the increase in cost to patrons for passes, awaiting response.
 - Financial (5 minutes)
 - Nothing to report this month.
 - Fundraising (5 minutes)
 - Shirley Green reported Evelyn Crate fund received a gift from Dominic Albanese.
- New Business
 - Update on Meeting with Mascoma Savings Bank – Trustee Funds (Shirley/Dom 5 Minutes)
 - Dominic reported that there was a special municipal savings portfolio discussion. Any action is on hold at this time until the library needs are more fully apparent.
 - 2019 Librarian and Library Staff review process (Melissa/Dom 5 Minutes)
 - Dominic Albanese reported that he would like to follow Melissa's suggestion of the New Hampshire library system review process and ask the town to adopt the form they use for consistency into the future.

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

- Dominic will send the form out for review and Dominic will collate responses. All present were in agreement.

Old Business

- Update - Library newsletter – Distribution plan (?) (Andi 5 minutes)
 - PDF has been sent to Melissa to be distributed on social media, facebook, and distributed to patrons via library. Link will also be posted to the town listserv.
 - Invoice for printing will be charged against operation budget (Melissa) for reimbursement.
 - Distribution at Town Meeting will be handled by Susan Southworth.
- Update – New bookcases purchase status update (Melissa/Patty 5 minutes)
 - Update as above
- Update – Replacement reading chair purchases (Melissa/Patty 5 minutes)
- Update - Town facilities study update (Dom/Shirley/Francine/Melissa 5 minutes)
 - Dominic Albanese update regarding library position on this matter. DA will meet with RA next week to discuss next steps.
 - Dominic reported that there will be a public hearing in March or April to discuss what Jay Barret has put together so far.
- Update - Senior services update (Shirley/Melissa item 5 minutes)
 - The bags are in the library, will follow up with Melissa to find out where they are.
- Update – Computer & electronic equipment inventory (Melissa 5 minutes)
 - No update at this time.
- Determine date of next library fundraising meeting (Mark 5 minutes)
 - Dominic to circle back with Mark after the next few weeks.
- Announcements
 - Spring NH Library Trustee 2019 Spring Conference & Annual Meeting – 5/29/2019 8:00am-3:30PM. Registration deadline 5/10/2019. See NHLTA.org
 - All present are in receipt of this brochure.
 - Susan Southworth did not receive; her address may be incorrect and she will follow up to ensure it is correct.
 - Interested members to follow up with Melissa to ensure that 2019 NHLA dues have been paid.
- Next Meeting
 - Monday, April 8, 2019; 6:00pm, Selectman's Conference Room, Whitney Hall
 - *Please note: Send agenda items to Dominic before 4/3/2019*
 - *Susan Southworth out of town for next meeting.*
 - *Andi Diehn's birthday at next meeting; she is excused if she so chooses.*
- Adjournment
 - Jen Seiler-Clough made a motion to adjourn at 6:45 Dominic seconded, all in favor of the motion 5-0.

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