

Enfield Library Trustees

Meeting Minutes

July 12, 2021

Present: Dominic Albanese, Shirley Green, Francine Lozeau, Melissa Hutson, Librarian
Public: Nicole Lovejoy, Rhenea Regan, Susan Brown
Next meeting: August 9, 2021, 5:30 PM, Location TBD

1. Announcements

none

2. Reports

Minutes-

Minutes from the June 14, 2021 were accepted as printed.

Librarian's Report-

Melissa reported that the ARPA (American Rescue Plan Act) grant was submitted on June 18th. The Enfield library's allotment totals \$3,195. Melissa requested that the money will be used for several upgrades and new purchases. Specifics: Aspen Discovery will enhance our library catalog system (KOHA), additional funding will be added for the Kanopy digital streaming system and a new subscription to Hoopla, a digital media service for streaming audio books, comics, e-books, music, movies and television will be available for patrons to have more access to web and mobile options. A new sidewalk sign has also been ordered through the grant.

Melissa noted that librarian Kate hopes to hold three outdoor story times at the Lakeside Park pavilion on August 11, 18 and 25.

Melissa reported that she has been busy with patrons visiting the library with appointments and porch pick-up. She intends to keep the porch pick-up service going forward.

Treasurer's Report-

Shirley reported that other than a little interest the library finances remain the same.

Mascoma-Insured Cash Sweep-96,617.26

Evelyn Crate Fund-\$6,868.86

Mascoma Checking-\$100.00

Building Fund Savings-\$7,077.49

Building Fun CD-\$390,169.93

Shirley is waiting for the name of person who requested the library's EIN number so she can follow up with a phone call to the patron, who might be planning a donation.

3. Agenda Discussion

- Library Opening

A discussion was held about how and when to reopen the library. Members of the public were anxious for a reopening, without appointments. Logistics, staffing and safety protocols were discussed. Ms. Regan asked about library capacity based on the CDC algorithm. It was decided to reserve one day just for people who want a library appointment and the rest of the open hours will be for walk-ins, with no appointment needed. Melissa reported that the librarians are wearing masks and patrons can wear them or not, depending on their comfort level.

Melissa will look for two new part-time clerks to help primarily with evening and Saturday hours. She will post the job openings on the library website, Facebook page and several listservs.

After much discussion Dominic made the following motion:

Motion-The library will be open to the public four days and one half day a week as follows:

Monday-8AM-4PM

Tuesday-*by appointment*, 8AM-4PM

Wednesday-8AM-4PM

Thursday-11AM-7PM

Saturday-10AM-2PM

This motion will be revisited in 30 days.

The motion was seconded by Shirley. The motion was approved unanimously. This motion will take effect beginning July 19th. Porch pick-up will continue.

Melissa will write a notice of the changes and send it to Dominic before it is posted.

- **New Library**

Shirley, our liaison to the MFAC and BoS emailed the Town Manager Jack on July 9th. She received a reply on the 12th to say that he had spoken with Bread Loaf and they are working around vacations right now but will prepare materials to be used for presentations to inform residents about the new library plan. Jack is looking forward to Shirley's input when a meeting can be scheduled.

- **Evelyn Crate Fund**

Dolores Struckoff was not able to meet with us tonight but will reschedule. Dominic suggested that librarian Kate be invited due to her enthusiasm for the project of providing more services to seniors. One idea that the fund will support is purchasing more puzzles, for checkout.

- **Ice Cream Social**

The trustees annual Ice Cream Social, as part of our town celebration of Old Home Day, will be held on July 24th. Melissa will check with DPW for tables, chairs and trash cans. The tent is currently stored in Francine's garage and perhaps the DPW workers will be able set it up.

- **Adjournment**

Dominic moved for adjournment at 7:05PM. The motion was seconded by Francine and approved.

Submitted by Francine Lozeau