

# Enfield Library Trustees

## Meeting Minutes

**January 10, 2022**

Present: Dominic Albanese, Shirley Green, Francine Lozeau, Kate Minshall, Librarian

Next meeting: Regular meeting-February 14, 2022, 5:30 PM, in the Conference Room, Whitney Hall

### 1. Announcements

none

### 2. Reports

Secretary's minutes for November were approved with a motion by Dominic and second by Shirley.

Librarian's Report

Kate reported the following statistics:

	November	December
New patrons	Adult 9	Adult 8
New Hoopla patrons	9	4
In person visits	364	314
Porch pickups	139	107
Audio books	418	368
Hoopla items	184	179
Kanopy	56	76
Book group-adult	8	N/A
Book group-YA	N/A	7
New online story times	4	5
Story time views	2433	1302

Kate reported that everything is going well, and the library is consistently busy.

Five publishing houses have extended licenses for story times, some through March, some through June, so online Storytime can continue.

After meeting with Alisa, Kate has encumbered \$1745 from the 2021 budget for the replacement of the circulation computer, which is the oldest computer in the library.

Kate gave the trustees a preview of exciting things to come including The Good News program which will be an opportunity for community members to gather outdoors in the spring to share and discuss good news. She has also ordered seeds for a new seed lending program in the spring. We look forward to hearing more!

Kate's library update for the town newsletter can be found at [town\\_newsletter - january 2022.pdf \(enfield.nh.us\)](https://enfield.nh.us/town_newsletter_-_january_2022.pdf)

#### Treasurer's Report

Shirley presented the financial report, as follows:

Mascoma Insured Cash Sweep-\$96,417.90

Evelyn Crate Fund-\$5346.57 (included in the above)

##### Expenses for gifts books from Crate Fund

- Ingram \$717.15
- Green \$505.14

Note: Glyn Green was reimbursed for \$505.14 from the Evelyn Crate Fund. Gift books were purchased for EVS classrooms and those that were not available from Ingram were ordered through Mr. Green's Amazon Prime account. Dominic signed the check to reimburse Mr. Green.

Mascoma Checking-\$100

Building Fund Savings- \$9,127.88

Building Fund CD-\$390,412.65

### **3. Agenda Discussion**

Librarian Search

The validation process to hire Kate Minshall as the new librarian continues! Dominic will work out details with Kate, Sean Fleming (Lebanon Libraries Director) and the town. Both Sean and interim Town Manager Jack have endorsed the validation process. Kate has interviewed with assistant Town Manager Alisa Bonnette, Sean Fleming and community member Dolores Struckoff. The trustees asked Dominic to reach out to the library staff to ask for their input on Kate. Email addresses were provided so that the staff can respond directly to trustees.

Shirley made the following motion:

*Motion*-The Trustees authorize Chair Dominic to work with the town and Kate Minshall to formulate the job description, job title, tenure, and salary in readiness to hire Kate as the new Library Director/Town Librarian.

The motion was seconded by Francine and discussion followed with Kate given the opportunity to speak about the transition to head of the library.

The motion passed with all in favor. Once all items have been completed the board will take a formal vote on whether to offer the job to Kate.

#### Library Expansion/Renovation

Shirley reported that Selectman Kate Plumley Stewart had given her a link to the town of Newbury, NH Public Library. That town is holding a community meeting to discuss their proposed library expansion. Kate Stewart thought we might be interested in attending their Zoom meeting as we have our own informational meetings coming up later this month.

Enfield meetings to discuss Whitney Hall/Library will be held on January 24<sup>th</sup> and January 27<sup>th</sup> at 7PM at the Community Building.

#### **4. Adjournment**

The meeting was adjourned at 7PM.

Submitted by Francine Lozeau

