

# Enfield Library Trustees

## Meeting Minutes

**March 28, 2022**

Present: Shirley Green, Francine Lozeau, Kate Minshall, Librarian  
Public: Gus and Susan Southworth, Mark Johnson, Fundraiser  
Absent/Excused: Dominic Albanese

Next meeting: Special meeting-April 4, 2022, 5:30PM, in the Conference Room, Whitney Hall  
Regular meeting-April 11, 2022, 5:30 PM, in the Conference Room, Whitney Hall

### 1. Announcements

This is a special meeting to discuss marketing the Whitney Hall renovation and expansion project.

In the absence of the chair, Dominic Albanese, the meeting was called to order by Shirley Green, Treasurer at 5:48PM.

### 2. Reports

### 3. Agenda Discussion

#### Marketing Whitney Hall Project

Shirley reported on her meeting with TM Ed Morris who was very positive about the project. He suggested we might compile a list of programs that the library has/does and what we hope to do in the future. He also suggested that we try to anticipate questions that people might raise at Town Meeting during the Whitney Hall discussion and have answers prepared. In answering our question about the idea that we could send out a postcard, or other announcement to encourage people to attend the meeting, Ed said it was fine. We can write any information that we want taxpayers to have if it is not paid for with taxpayer money.

Ed told Shirley what the town would be doing to disseminate information about the project. He will write an article about alternate funding opportunities for the next town newsletter. He is also coordinating Open Houses at town facilities. On April 20, from 6-8 PM and on April 23, from 9-noon townspeople will be invited to walk through public buildings to see what the needs are, firsthand.

Shirley read the narrative from Article 7 **\$5,802,150 for expansion and renovation of Whitney Hall, Town Offices and Library**. The highlights are listed here, but the full narrative can be found on p. 39 of the 2022 Town Warrant Narrative.

- Expansion will add approximately 2,336 square feet of space to the library and 2,117 square feet of town office space
- The intent is to completely restore Whitney Hall, maintaining the historic nature of the building, while increasing the structural integrity and efficiency
- Upper story will be renovated into a meeting hall, with additional smaller meeting spaces
- \$244,046 of money will be taken from the Library Building Capital Reserve Fund and the article authorizes borrowing up to \$5,558,086 to fund the project
- Based on a 30-year bond at 3% interest this article is estimated to cost taxpayers \$48 annually per \$100,000 or property value
- The article is supported by the Budget Committee and the Select Board (and though it is not written in the narrative the library trustees wholeheartedly support this article)

Shirley had sample postcards and prices from Vista Print. Mark had a mockup of a sample design for presenting the information on the postcard. Librarian Kate had many helpful suggestions-keep the information short, easy to scan, keep the message consistent in all advertising. Time was spent to discuss how and to whom the information would be sent. It was suggested that past donors be personally contacted to be reminded of the second session of Town Meeting.

Discussion will continue at another special meeting to be held on Monday, April 4<sup>th</sup> at 5:30. We will finalize the postcard and discuss strategy for Town Meeting.

#### **4. Adjournment**

The meeting was adjourned at 7:23PM

Submitted by Francine Lozeau