

Enfield Public Library Trustees  
DRAFT MINUTES  
April 12, 2021 6:00 pm Via Zoom

Present: Dominic Albanese (Trustee); Shirley Green (Trustee); Francine Lozeau (Trustee); Melissa Hutson (Town Librarian); Mark Johnson (Public).

Dominic opened the meeting at 6:00 PM reading the standard COVID-19 Statement. Each attendee confirmed that they were alone.

**Librarian's Report** – Given that we met a week and a half ago, there was no new items for the Librarian to report on.

**Treasurer's Report** – Shirley reported that she had moved the \$50,000 from the new facility savings account to the new facility CD as approved at last meeting.

- Building CD at Mascoma Savings Bank has a balance of \$390,010.65
- Building Savings Account at Mascoma Savings has a balance of \$6,076.14
- The general Trustee Funds have a balance of \$96,661.09 (of which \$6,868.86 is reserved to the Evelyn J Crate Library Fund)

**Reopening of Library** – Melissa's reported on her most recent thinking about reopening the library. The following elements, when combined with the principles outlined at our March 31<sup>st</sup> meeting, will guide our opening:

- Ventilation is important - It will need to be warm enough that Windows will need to be open.
- Initially, the Librarian recommends we open by appointment only.
- Tentatively planning for June 1<sup>st</sup> by appointment reopening.
- Trustees and Librarian agreed she would send a message to the Enfield Listserv and the Library's Facebook page sharing our opening principles (see previous minutes as well as these minutes) seeking feedback.
- Trustees agreed to discuss Library re-opening at next meeting and would likely take a vote then.

**Evelyn J. Crate Library Fund – Funding the MVRHS Short Story Contest:** The Trustees discussed using the Evelyn Crate Fund to again this year fund a short story contest for MVRHS students. Like last year, Dolores Crate would lead this effort. She will solicit short stories from high school Juniors and Seniors to be judged by a panel of 3. Melissa will work with Dolores to publicize this effort again via the Library's Facebook page. There will again be 3 awards: First place \$300, 2<sup>nd</sup> Place \$200 and 3<sup>rd</sup> place \$100. Francine moved to fund this effort again this year, 2<sup>nd</sup> through the Evelyn Crate Fund by Shirley. Roll Call Vote:

- Dominic: Yes
- Francine: Yes
- Shirley: Yes

**Spring NH Library Trustees Meeting:** This year the meeting will be held virtually. Trustees will sign up for sessions that are of particular interest to them and report back.

**Library Fines:** Melissa reminded us that the Trustees suspended fines at the beginning of the pandemic. She then walked the Trustees through a previously provided document discussing Library Fines. She

compiled information locally and nationally. The consensus of the materials provided was that Fines were unproductive motivators when it comes to encouraging patrons to return materials on time. Highlights of our discussions included:

- The goal of fines was to encourage the return of materials on-time. It actually has the opposite effect by generating shame and in some cases increasing the likelihood that materials will never be returned.
- Collecting fines are uncomfortable for both the patron and the staff.
- Enfield is out of step with most of the libraries in the state – most have already eliminated fines. Nationally, more and more libraries – even the large ones – are eliminating late fees.
- The impact on revenue (approximately \$1,200 a year) could be offset by setting out a donation box.
- Elimination of fines would not impact other library fees – like replacement fees should library materials be damaged or destroyed.

Francine moved that effective immediately we eliminate fines for late materials with the exception of Museum passes. Motion was seconded by Shirley. Roll Call Vote:

- Dominic: Yes
- Francine: Yes
- Shirley: Yes

Melissa agreed to publicize this decision to the Enfield List Serve and through social media.

**Status of Call with Rep Kuster's Office re: potential federal funding for capital projects:** There has still been no response from the Interim Town Manager or any member of the Board of Selectmen to Dominic's email seeking the Interim Town Manager's participation in a call with Rep Kuster's office. The Trustees fail to understand the lack of any response and asked that Dominic reach out to the Board and Manager again. Dominic agreed to do that.

With no more business Shirley moved that we close the meeting at 6:15PM 2<sup>nd</sup> by Francine. Roll call vote:

- Dominic: Yes
- Francine: Yes
- Shirley: Yes

Respectfully Submitted,  
Dominic C. Albanese  
Chair, Enfield Public Library Trustees