**DOVER FREE LIBRARY**

**Meeting Minutes**

**Tuesday, Nov. 9, 2021, 1:00 p.m.**

**Present:** John Flores, Ed Brookman, Aurora Roberts, Susan Rand, Dianne Guminak

Absent:Christine Kelly

**Public Comment:** none

**Prior Meeting Minutes Approval:** Accepted

**Financial Report:** Accepted

**Old Business:**

Little Free Library – agreement with Betsey Reagan now signed, permit is now with town. Hoping to install tomorrow. Books are pulled to be placed in LFL. It is now registered with LFL.org.

33hrs week, full-time or part-time – health insurance coverage issue for children’s librarian was misunderstood, non-issue, resolved.

GFIC Exterior Outlets – no info from the town in recent months. John will ask Scott Salway re status.

Current Library Sign – still needs open letters & numbers. John will follow-up.

Patron’s activity reminders*–* now set-up & other options, ex. Whofish. It is hoped that increased reminders via email will result in greater participation.

Strategic Plan Update – tabled. Will extend next scheduled meeting to review/update. Intention is to have it completed for Jan. 1, 2022.

Vacuum Purchase **–** Current vacuum is not working effectively. Ed will take apart current vacuum to see if it is repairable.

Open Flag Banner– we willwait for the current faded flag to further deteriorate before replacing.

Karen Farewell **–** Friday, Dec. 3, 1:00 p.m. Snacks & refreshments will be offered.

Assistant Librarian Position – Aashna has accepted.

Covid Stomp Concert – Friday, Oct. 22, 20 attendees. Excellent musicians. John would like to plan for 2 programs in 2022 with these musicians who play in multiple bands.

**Director’s Report:**

Tech Support Options – Previous tech person (Jason) no longer available. John will look for reasonably priced options and hopefully entice Jason to continue.

Santa Visit – Trustees requested to assist with decorations. Scheduled Sat. Dec. 4, 3-5:00 p.m.

Budget 2022-23 – John will present at next meeting.

Overdue Materials– a patron has not returned materials valued at $75. John has tried to have materials returned or the value of the materials paid. This matter will be turned over to Dover Police Chief.

**Children’s Report:** Accepted

**New Business:**

Trustee Missing Meetings – Christine has been absent from recent meetings. Aurora will speak with Christine as to her continuing interest or desire to step down.

Secretary Position – Dianne stepping down. Susan will replace.

Masking Discussion – staff is discussing requesting all patrons be masked due to current covid numbers. John will make final decision.

**Next Meeting:** TentativelyTues, Dec. 7, 2021, 12:30 – 2:30 p.m. to review strategic plan.

**Meeting Adjourned:** 2:30 p.m.

Respectfully Submitted,

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Ed Brookman, Chairperson Susan Rand, Secretary

These minutes are unofficial and not yet approved by the Trustees of DFL. Corrected minutes will be available at the library after the next regularly scheduled meeting. Public notices of these minutes are posted at the following locations:

Dover Town Clerk Bulletin Board, Dover School, East and West Dover Post Offices, Dover Free Library, [www.doverfreelibrary1913.org](http://www.doverfreelibrary1913.org).