

Dover Free Library Minutes
Monday, June 3rd, 2019

Present: Kevin Stine, Ed Brookman, John Flores, Dianne Guminak, Chris Kelly
The trustee meeting was called to order at 1:05 p.m.

Public Comments: public guest Arora Roberts came to the meeting. She is considering becoming a trustee

Approval of Prior Minutes:

Kevin motioned to approve the May minutes and Chris seconded the motion.

Old Business:

- signs-we decided they are fine as is.
- Dianne was given a key to the library.
- we discussed the foyer. We need to ask the town if they can come and give it a fresh coat of paint and fix the ceiling tiles.
- we are interested in putting a bench in for patrons. This is an item that we can put on for our strategic planning for the library.

Financial Report:

- Dianne motioned to approve the finances and Chris seconded the motion.

Director's Report:

- circulation is up for circulation, WiFi use, magazine online, and Acorn TV.
- Ed mentioned that we should plot trends of use throughout the year for usage.
- There was discussion about training Bodil for the children's librarian position. This will require some additional hours.
- John has ordered the Britannica Encyclopedia database for the library patrons.
- books are now available for the Summer Portrait of the Artists Book Discussion Series..
- the sign for the library needs to be replaced. John has a few leads for sign makers and will pursue this and get quotes.

Children's Report:

- The program was reviewed and all looks good.
- Tamara will be visiting the Dover School to promote the summer programs and museum passes.

New Business:

- Kevin brought up the scholarship fund idea. Should we use the dividends for this? It was decided to hold off on spending the dividends, to keep reinvesting them for now. Another possible idea for the scholarship idea is to set up a new separate fund for this.
- We discussed our strategic planning meeting that took place last week. We would like to continue with this. Our plan is to have another meeting about it where we will set up

the specifics. We would like to have the survey go out this summer and have a public forum planning session in the Fall.

-Kevin made a motion for John to take the excess balance from the budget from this year and move it to the reserve fund. Chris seconded the motion.

Agenda for next month:

-strategic planning, SWAT analysis, policy review

-lending policies.

-promotion of the library and events?

Next Meeting:

-The next meeting date and time to be determined at a later date.

Meeting Adjourned: 2:20 p.m.

Respectfully Submitted,

Ed Brookman, Chairperson Dianne Guminak, Secretary

These minutes are unofficial. They have not been approved by the Trustees of the DFL. Corrected minutes will be available at the library after the next regularly scheduled meeting. Public notice of these minutes have been posted at the following locations: Dover Town Clerk's bulletin board, the Dover School, West Dover Post Office, East Dover Post Office, Dover Free Library, DFL: doverfreelibrary1913.org.