

**DOVER FREE LIBRARY**

**June 20, 2016**

**BOARD OF TRUSTEES MEETING**

**Meeting Called to Order: 5:10 PM**

**Present: Hillary Twining, Gene Laycock, Pat LaRosa, Jason Staloff, Meredith Anton, and John Flores**

**Approval of Prior Minutes: Hillary moved to accept the minutes from the meeting on May 25, 2016. Pat seconded the motion. Motion passed.**

**Financial Report: John said the library is fiscally on target through the end of the year and provided a breakdown of expenses and additional funds in the library account.**

**Hillary moved to transfer any funds remaining in the General Fund on July 1<sup>st</sup> to the Capital Fund. Meredith seconded the motion. Motion passed.**

**Hillary moved to accept the May Financial Report. Meredith seconded. Motion passed.**

**Director's Report: John said payments had been made to Bennington House of Tile & Carpet and Roger Sitterly & Sons, Inc. for all of the moving and carpet installation costs. The Trustees took a tour of the library to see the new carpet and shelves that and were very pleased with the excellent results.**

**John provided two estimates he had procured for the replacement of the old shades, one from Jane Flanagan and one from Friends of the Sun. John said he would contact Jane to see if she could come down on the costs.**

**John said the Summer Book Discussion Series will begin on July 13. The theme for this year is "Memorable Memoirs: Take Two," and will cover four memoirs over four consecutive Wednesdays at 7pm. Book discussion participants will have an opportunity to win dinner for two at the Williamsville Eatery.**

**John said the Circulation Computer malfunctioned. He said that All Service said it had a virus and cleaned it, but it malfunctioned again and would not come back up. Jason asked John to contact All Service again and have them wipe the hard drive and fresh install the software before committing to buying a new computer.**

**Hillary moved to accept the May Director and Children's Reports. Jason seconded the motion. Motion passed.**

**New Business:** Hillary said she had followed up with Jeannette at the Town Offices to see if there was any update on the cause of the fire at the Library. Jeanette said the determination had been debris in the vent. Hillary said that Jeanette said the Town conducts maintenance on the furnace every three years. Jason requested that during this maintenance the town specify a check on the vents.

Hillary said she also spoke with Jeanette about water testing at the Library and that Jeanette had told her that the water is tested at the beginning of every month. Jeanette told Hillary that she would forward the water test reports to John.

**Old Business:** None

**Next Meeting:** Monday, September 19<sup>th</sup> and 5:00 PM

**Meeting Adjourned:** 6:35 PM

Respectfully submitted,

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Hillary Twining, Chairperson

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Meredith Anton, 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, West Dover Post Office, East Dover Post Office, Dover Free Library, DFL website: [doverfreelibrary1913.org](http://doverfreelibrary1913.org)*

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**AGENDA**

**September 19, 2016**

**Present**

**Approval of Prior Meeting Minutes**

**Financial Report**

**Director's Report**

**Children's Report**

**New Business**

**Old Business**

**Next Meeting:**

