

**DOVER FREE LIBRARY**

**January 25, 2016**

**BOARD OF TRUSTEES MEETING**

**Meeting Called to Order: 5:15 PM**

**Present: Hillary Twining, Gene Laycock, Charles Wheeler, Jason Staloff, Meredith Anton, and John Flores**

**Approval of Prior Minutes: Hillary moved to accept the minutes from the meeting on December 15, 2015. Charles seconded the motion. Motion passed.**

**Financial Report: John highlighted that the library received \$1,040.00 in donations from the “Adopt-A-Book” fundraiser. He also said that he expected another installment of funds from the Town of Dover soon, likely in February.**

Charles noted that there was an error on the “Statement of Financial Position.” The amount listed as \$116, 642.44 in the “Marie Waugh Fund” has been accidentally doubled. John said he would contact Randy so as to make the change.

Hillary moved to accept the December Financial Report. Meredith seconded the motion. Motion passed.

**Director’s Report: John was happy to announce the “Grand Opening!” of the Dover Free Library’s Coffee Bar on Saturday, January 30<sup>th</sup> at 10:30 A.M. He said that there would be an article in the *Brattleboro Reformer* as well as advertisements in *The Commons* and *The Deerfield Valley News*.**

John said he was still waiting to hear back from Bob Holland about a “Repair List” detailing all of the outstanding repairs for the Brick Building. Hillary said she would follow up with Linda Holland to see how to best move forward.

John said that he and the Staff would like to receive a “Monthly Report” on the maintenance status/up-keep of the brick building; the water filtration system; and, water test reports.

Also, he would like an “Annual Report” on the maintenance of the air conditioner and the heating vents.

John said that a substitute had been hired for all of the librarians in the event of their absence.

Tamara indicated in the Children's Report that, due to the Pre-K program at the Dover School on Tuesdays-Thursdays, the average monthly attendance for the library's "Preschool Story Time" was now at 1. Therefore, Story Time will be moving to Mondays at 2:30.

Tamara highlighted two events in January: The Teen Reader Rave on Tuesday, January 5<sup>th</sup> and the upcoming Family Movie Matinee on Saturday, January 30<sup>th</sup> from 11-1.

Hillary moved to accept the Director's and Children's Reports for December. Meredith seconded the motion. Motion passed.

New Business: Gene said that he had spoken with Randy Johnson about increasing police presence during after dark hours. He said Randy was very receptive. John said he would follow up with Randy about specifics.

Old Business: None.

Next Meeting: Monday, February 22<sup>nd</sup> and 5:00 PM

Meeting Adjourned: 6:20 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, The Dover School, West Dover Post Office, East Dover Post Office, Dover Free Library, DFL website: [doverfreelibrary1913.org](http://doverfreelibrary1913.org).*

**DOVER FREE LIBRARY**

**AGENDA**

**February 22, 2016**

**Present**

**Approval of Prior Meeting Minutes**

**Financial Report**

**Director's Report**

**Children's Report**

**New Business**

**Old Business**

**Next Meeting: \_\_\_\_\_**

