

DOVER FREE LIBRARY

October 26, 2016

BOARD OF TRUSTEES MEETING

Meeting Called to Order: 5:10 PM

Present: Hillary Twining, Jason Staloff, Gene Laycock, Pat LaRosa, Meredith Anton and John Flores (Hillary and Jason left at 5:40)

Approval of Prior Meeting Minutes: Hillary moved to accept the minutes from the meeting on September 28, 2016. Pat seconded the motion. Motion passed.

Financial Report: John said there appear to be inconsistencies in the financial statements over the last couple of months, with recent renovation costs being taken out of both the Marie Waugh Fund and the Capital Fund. Jason and John scheduled a meeting to go over the financial statements more thoroughly before the next trustees meeting and report back. Hillary moved to accept the September Financial Report with the condition that the concern be addressed before the next trustee meeting. Jason seconded the motion. Motion passed.

Director's Report: John said the Proposed Budget for 2016-2017 is due no later than early December. He said he will be working on the new budget and would email a copy to all trustees for review and discussion at the next board meeting.

John also said that Geoff Gloeckner had inspected the roof of the Children's Library and did not find a hole in the roof but tightened some loose bolts. Gene said he would follow up with Dave about why water continued to drip through the roof. John said he would know in the next few days if the problem had been solved as a lot of rain was expected.

John said four movies have been shown so far with the New Multimedia Center and that there will be a showing of the Ghostbusters in 3D on November 1 at 5:30.

Children's Report: Tamara provided a "Technology Inventory Update & Report," as well as a "Wishlist" for tech improvements/additions to the library, including an Xbox 360 for Winter Break. Hillary suggested a fuller discussion of the status of the library's technology and a schedule for updating and replacing old and malfunctioning computers at the next meeting. Meredith moved to accept the Director's and Children's Reports for September. Pat seconded the motion. Motion passed.

New Business: John said he would like to know what is covered at the library under the town insurance policy, particularly as new investments are made in technology. Jason

asked if there was any kind of sprinkler system and what the fire exits were. Meredith said she would contact Jeanette about finding out more about the insurance policy/how to obtain a copy.

Old Business: John expressed his ongoing concerns about the parking situation at the library. He said he would like to have specific parking spots in place for both the library staff and the staff of Kids in the Country. He would like employees to park away from the building to leave the closest spaces for patrons of the library and for parents dropping off and picking up children. John mentioned that the Town Offices were creating/had created line-designated parking spots that he would like to see replicated at the library.

A larger discussion was had regarding overall safety issues in the parking lot. With the parking lot serving not only for the daycare and the library, but as a drop off stop for the Dover School, there are often situations that could result in injury, with the area very congested as small children are running in and out of the parking lot.

Meredith said she would inquire with Jeanette about any signage that might be displayed in the lot (such as “Slow/Children”) or how the trustees would go about requesting it. Meredith said she would contact Dave Sheldon, the bus driver at the Dover School for his insight on any issues he might have experienced regarding the safety of children getting off the bus in the parking lot. Meredith said she would reach out to the board chair of Kids in the Country as well to start a conversation on how the library and the daycare could work together to create a safer parking area.

Next Meeting: November 30th at 5:00 pm

Meeting Adjourned: 6:10 PM

Respectfully submitted,

Hillary Twining, Chairperson

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.

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AGENDA

November 30, 2016

Present

Approval of Prior meeting Minutes

Financial Report

Director's Report

Children's Report

New Business

Old Business

Next Meeting:

