

## DOVER FREE LIBRARY

February 22, 2017

### BOARD OF TRUSTEES MEETING

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

**Present: Hillary Twining, Kevin Stine, Pat LaRosa, Meredith Anton, and John Flores**

**Approval of Prior Meeting Minutes: Hillary moved to accept the minutes from the meeting on January 31, 2017. Kevin seconded the motion. Motion passed.**

**Financial Report: John noted that the \$2400 figure showing as the library's Year to Date "Fiber Optics" expense is inaccurate. He said it should be \$1400. John also said that the monthly fee for Fiber Optics has not been taken out of the "Fiber Optics" Fund. Pat tried to ascertain where the \$1000 increase on the Fiber Optic line item came from, but could not be certain. Pat also noticed that the \$13,108.51 amount listed in the General Fund is \$300 understated. She offered to contact Randy Terk to figure out what was going on with the discrepancies.**

**John said he is also unclear as to why, when Marie Waugh Fund money is spent, Randy first moves it into the Capital Fund. He wondered why funds spent from the Marie Fund cannot just be taken directly from that fund.**

**Hillary said that going forward all funds remaining at the end of the fiscal year in "Revenues, Gains, and Other Support" should be moved into a "Fundraiser Fund." This way, money collected from fundraising and donations remain for library use, as they were intended.**

**Hillary motioned to approve the January Financial Report pending resolution of the Fiber Optic expense discrepancy. Pat seconded the motion. Motion passed.**

**Director's Report: John updated the Trustees on a letter he had received from Jeanette explaining the erroneous Worker's Compensation invoice the library had received in the amount of \$3,972.00. Thank you to Jeanette and Marco for resolving the matter. The new invoice is \$307.00.**

**John said the first annual "Blind Date with a Book" event was a tremendous success. Forty books were checked out and the "Sweetheart Reception and Book Review," held on Valentine's Day, was attended by eight patrons. The event, conceived by Tamara, was well-received. Hillary suggested that next year, participant could write "Valentine's" for their "blind dates/books" and the library could display them as a fun way to offer unique book reviews.**

John said that Corrine H. Smith will be the guest speaker for this year's Dessert Social on August 3, 2017. Her talk and slideshow presentation, in celebration of Thoreau's 200<sup>th</sup> Birthday, is entitled, "Henry David Thoreau & His Relevance for Today." Her fee is \$250.00.

John reminded the trustees of the upcoming "13<sup>th</sup> Annual Poetry and Pie Eating" event scheduled for noon on April 15<sup>th</sup>.

John also presented Pat with a beautiful handmade coffee mug and a DFL t-shirt in gratitude for her service on the board of the DFL. Everyone wished Pat well as she makes her move south. Thank you, Pat!

**Children's Report:** The "Winter Break Fun Week" was held from 2/20 – 2/24. John said 14 people attended the pizza party and 22 attended the Mad Science event.

**New Business:** The trustees discussed their reading of "The Law of Public Libraries," which John had suggested at last month's meeting.

Hillary suggested that John conduct a "self-review" as part of his performance review. She also encouraged the trustees to consider what questions they would like to ask. No date or set format has yet to been scheduled for the review. It will be revisited at the next meeting.

**Old Business:** none.

**Next Meeting:** Wednesday, March 29<sup>th</sup> at 5:00 PM.

**Meeting Adjourned:** 6:40 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**

**March 22, 2017**

**Present**

**Approval of Prior Meeting Minutes**

**Financial Report**

**Director's Report**

**Children's Report**

**New Business**

**Old Business**

**Next Meeting:**