

DOVER FREE LIBRARY

April 25, 2016

BOARD OF TRUSTEES MEETING

Meeting Called to order: 5:08 PM

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

Approval of Prior Minutes: Gene moved to accept the minutes from the meeting on March 28, 2016. Jason seconded the motion. Motion passed.

Financial Report: John reported that the coffee bar earned \$367.81 on expenditure of \$49.51. Hillary reported that the town hall beautification plan, while not dead, is on the back burner due to its projected cost of approximately \$500,000.00 being greater than the town wants to spend at this time. Some elements of the plan are currently moving forward but pertain only to the town hall building itself, not to the library or its grounds. John will look into hiring someone to do some gardening work. Hillary moved to accept the financial report, and Gene seconded the motion. Motion passed.

Director's report: John reported on today's building smoke condition and the fire department response. Gene suggested the Library confirm furnace inspection interval and history, and John agreed to do that.

The Board reviewed quotes for carpeting and carpet tiles for the coffee bar sink area. Of the three quotes, John made a recommendation based on one of the vendor's superior product knowledge and attention to installation considerations. Hillary moved to approve the quote, and Pat seconded the motion. Motion passed.

John presented quotes for moving the library's books for the carpeting job, and recommended one contractor that has done satisfactory work with other libraries. The process will involve 1 day for moving, 2-3 days for carpet installation, and 1 more day for moving back. Hillary moved to accept the recommended quote, and Pat seconded the motion. Motion passed.

The carpeting and moving costs will come out of the Graves and Waugh funds, and the bookshelves will be paid out of the capital fund. John will consult with Bob Holland on the timing of the carpet installation and to coordinate outside building improvements.

Jason is to present at the next board meeting an estimate for moving and reconnecting computers.

Hillary noted that some form of public notification will be needed prior to the Library closure. The Library will be closed with full staff pay for regular hours.

Leah Goodman may cancel her engagement to the Dessert Social due to compensation issues. John will find a replacement as necessary. Gene recommended a local expert on bats.

Children's Report: Story time and movie schedules have changed in response to low attendance.

Hillary moved to accept the director's and children's reports, and Jason seconded the motion. Motion passed.

Next meeting: Monday, May 23 at 5:00 PM

Meeting Adjourned: 6:45 PM

Respectfully submitted,

---

Hillary Twining, Chairperson

---

Jason Staloff, Vice Chairperson

*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).*