

Meeting Called to order: 5:15 PM

DOVER FREE LIBRARY June 14, 2016  
BOARD OF TRUSTEES MEETING

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Present: Hillary Twining, Kevin Stine, Jason Staloff, and John Flores

Approval of Prior Minutes: Hillary moved to accept the minutes from the meeting in May 2017. Kevin seconded the motion. Motion passed.

Financial Report: Kevin moved to accept the financial report, and Hillary seconded the motion. Motion passed.

Director's report: There was discussion about the search for a bookkeeper/accountant to replace Randy Terk when he moves. The Library does not yet have any estimates, but a couple potential leads after investigating several options. Having Paychex Inc. perform the function is one option, and John will follow up further on that.

It was proposed, given board membership turnover, the need to interview a bookkeeper, and other pressing issues such as the parking lot, that the Board meet once in July. Hillary will coordinate via email to set a date.

The Board will need to recruit a new member to replace Jason Staloff who is moving out of Dover. John suggested that Wayne Este might be approached. He will do that. The new board member will be appointed to fill the remainder of Jason's term, then may run in the next election.

The use of the parking lot shared between the Library and Kids In The Country day care continues to be an issue. Tamara reported on the current state of her agreement with KITC, and the current compliance status. Various ideas were discussed, including the safety hazard of having people driving in reverse and options for having lines painted. The next step will be for the board, in consultation with Tamara and John, to put together a plan. Tamara has offered to prepare a diagram or schematic of the proposed parking lot changes. The Board will discuss the plan, then submit it to the select board. Throughout this

process, the Library Board will continue to seek feedback and involvement from the KITC director and/or board.

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

A motion was made to move the capital fund into the general fund at the end of the fiscal year, in compliance with the Library's agreement with the town to roll over unused funds from the prior year.

Meeting Adjourned: 6:25 PM Respectfully submitted,

Next meeting: Wednesday, July 19 at 5:00 PM

Hillary Twining, Chairperson Jason Staloff, Vice Chairperson

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*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).*