

DOVER FREE LIBRARY

September 28, 2016

BOARD OF TRUSTEES MEETING

Meeting Called to Order: 5:30 PM

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

Approval of Prior Minutes: Hillary moved to accept the minutes from the meeting on June 20, 2016. Jason seconded the motion. Motion passed.

Financial Report: John said the library received \$1,007.00 in donations from the Dessert Social. He said \$1,463.07 had been spent on Programs for August, which is higher than average, but that the investment had paid off in that 1,000 people walked through the library just in July alone. Hillary moved to accept the August Financial Report. Meredith seconded the motion. Motion passed.

Director's Report: John updated the trustees on the status of the library renovations and repairs, noting that the new book shelves and shades had all been installed, the outside stairs had been repaired and painted, the holes in the entrance doors had been sealed and painted, the new circulation desk had been ordered and the new Multimedia Center (with HD, Blu-ray, Surround Sound, Gaming Capability, Streaming and Apple TV), had been completed. He said that additional wiring was needed for the Multimedia Project and in the process, the electricians had discovered that the electrical panel in the Community Room was defective. John said that he had emailed Bob Holland about the situation and that the next day, Dave Smith gave John the okay to replace the panel and the electrical outlet in the kitchen if necessary.

John asked the trustees about a previous discussion regarding an update to the library's vestibule. Jason said he would contact John Guminak to see if he could attend the next board of trustees meeting to make suggestions for possibilities to improve the appearance of the vestibule and/or to make better use of the space.

John asked if the board would approve closing the library on Monday, December 26th and on Monday, January 2nd in observance of Christmas and New Year's. Hillary motioned that the library be closed on these two days. Meredith seconded the motion. Motion passed.

Children's Report: Tamara noted in her Children's Report that over the summer, the children's room was decorated with posters and 3-D objects related to physical activities, sports and physical nutrition. Books about sports, health, and outdoor activities were also

displayed. She highlighted all of the summer programs offered – including the Library Olympics, Sporty Storytimes, Clowning Around with Bill from NECCA, Mad Science, Fuzzy Baseball and the So. VT Natural History Museum. She indicated that a total of 158 people attended the programs overall, 93 of whom were children.

Tamara expressed her appreciation for the hiring of Kendra Urquhart as the part-time, temporary assistant for the programs. Tamara noted that she was “extremely efficient, quick to learn, and even improve upon the program.” She suggested hiring her again next summer or anytime the library might need additional help.

Hillary moved to accept the Director’s and Children’s Reports for June-August. Jason seconded the motion. Motion passed.

New Business: John said he had received the water reports from the town but needs to follow up with Jeanette to find out what the water is tested for. Gene said he had spoken with Dave about how the filtration system works and that it is state of the art. The trustees agreed to keep educating themselves on the water quality issue, especially since the library shares the water with Kids in the Country. Jason suggested that the trustees look at the water report at the next meeting and see if they can begin to glean more information. Hillary asked John to ask Dave to have the person who tests the water stop into the library and explain the report in more detail to John.

Old Business: The trustees discussed staff safety issues and protocol at the library. Gene encouraged John to follow up with Randy Johnson and see if Randy could advise the library/make recommendation to ensure a safe environment at all times for the library staff.

Next Meeting: Wednesday, October 26th at 5:00 PM.

Meeting Adjourned: 6:45 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 Librayr, DFL website: doverfreelibrary1913.org.

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AGENDA

October 26, 2016

Present

Approval of Prior Meeting Minutes

Financial Report

Director's Report

Children's Report

New Business

Old Business

Next Meeting; _____