**DOVER FREE LIBRARY Minutes**

**Tuesday, November 8, 2022, 1:00 – 2:45 p.m., Community Room**

**Present:** John Flores, Ed Brookman, Susan Rand, Aurora Roberts, Jodi Keeler. Absent – Dianne Guminak

**Public Comment:** none

**Prior Meeting Minutes Approval**: accepted

**Financial Report:** accepted

**Discussion Topics**

LFL Update – very full recently, fewer children books available which Sue added. Aurora will do the next month.

Age vs. Grade Discussion – Discussed trustee input role on policies vs. programs. Review & update as needed Policies & Bylaws beginning with next meeting.

Library Dog Policy – John will request in writing town insurance liability coverage. For next meeting request John & Bodil provide policy suggestions.

Staff Safety – buzzer system being considered for front desk, children’s director’s desk & back room. Discussed system tied into police notification. Individuals can provide their own pepper spray.

Website Bios – have been posted. Trustees photo to be taken at next meeting for posting.

Children’s Librarian Certification Classes – Board is interested in learning about any innovative ideas of as a result of CE classes, particularly as related to teens. Bodil will report next month.

2023-24 Budget – Motion by Ed, 2nd Jodi to accept draft with 50% surplus applied until town has final numbers. Board will vote when final numbers are provided. Accepted.

Café Tall Chairs – wobbly chairs will be replaced.

Christmas Decorating & Cookie Baking Volunteers Needed – Fri., Dec. 2 for Santa’s Visit Dec.3.

**Director’s Report** (see attached)

Monthly Statistics – will be adding Axis 360.

Book Club, Yarn Club, Afternoon Movie - all going well.

January 2023 iPhone Workshop – Aashna to present.

Adopt-a-Book Fundraiser - Nov. 26 - Dec. 31.

Extra tables Storage – Store in back shed?

DVD Binder – Is there a clearer way to classify DVDs to enable patrons to locate preferences more easily?

Friday After Thanksgiving – Library will be closed, and staff paid. Consider adding this as a paid holiday to Policy update.

**Children’s Report**

Dover School Program – visiting twice/month with grades divided so each grade is visiting once/month. School art project being mounted today in the Community Room.

Children’s Story Time – has resumed every other Friday. Going well.

Librarian Cont. Ed – continuing online.

Next Meeting – Tuesday, December 13, 2022, 1:00 p.m.

Respectfully Submitted,

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Ed Brookman, Chairperson Susan Rand, Secretary

These minutes are unofficial and not yet approved by the Trustees of DFL. Corrected minutes will be available at the library after the next regularly scheduled meeting. Public notices of these minutes are posted at the following locations:

Dover Town Clerk Bulletin Board, Dover School, East and West Dover Post Offices, Dover Free Library, [www.doverfreelibrary1913.org](http://www.doverfreelibrary1913.org).