

# Dover Free Library Minutes

## Tuesday, October 18th, 2020

**Present:** Kevin Stine, Ed Brookman, John Flores,, Aurora Roberts, Chris Kelly and Dianne Guminak

The trustee meeting was called to order at 1:00 p.m.

### **Approval of Prior Minutes:**

-Chris moved to approve the August minutes. The motion was seconded by Aurora.

### **Financial Report:**

-The financial report was motioned to be approved by Dianne and seconded by Chris.

### **Old Business:**

-John said that he will look into ordering a new sign for the library. He has several contacts for this.

-John will look into updating the website with new photographs and current programming as well as putting the Strategic Plan 2020-2022 on a link...not on the front page of the site.

-The Little Library project is currently on hold.

-John will be speaking with Andy regarding the library helping to promote the Dover town trails. This partnership could involve several possibilities:

having a display and maps being available for patrons, having an information presentation and also offering the library as a possible meeting place for the committee? Any of these possibilities would need to conform to COVID restrictions.

Dianne offered to help with this coordination.

### **Director's Report:**

-September was a busy month. The library visits and internet use was up by 35.8%.

-The Summer programs were well attended in August.

-The library continues to abide by the Vermont Department for Health Covid-19 Safety and Health Guidelines.

-The parking lot light issue still needs to be resolved. The lighting was approved last December and needs to be installed. Kevin will speak with Travis regarding this.

-Ventilation- John will speak with the Scott Salway on the Dover select board about what they are doing for the town buildings and for what they can do for the library, also what the long range plans are for the library building ventilation. The library is interested in having the HVAC system cleaned periodically and the filters changed more frequently. Will the town be doing this? Should the system be upgraded?

-Air Purifiers-Should the library purchase air purifiers with HEPA filters? Dianne will send a link to John with purifiers that her employees purchased for the restaurant .

**Children's Report:**

- The Girl Scouts have been doing in-person meetings this fall at the library. The meetings are outside when possible.
- Teen Dungeons and Dragons Club continues to meet with good participation. They have been meeting outside when possible.
- Homeschooling art club and science club on Fridays have been well attended.
- New elementary and adult Dungeons and Dragons clubs are starting up at the library.
- Santa will be planned for this December.

**New Business:**

- John will draft up the next budget for 2021-2022 for the board to discuss and approve.

**Next Meeting/ agenda topics for next month:**

- The next meeting will be Tuesday, November 10th at 1:00.

**Meeting Adjourned:** 2:00 p.m.

Respectfully Submitted,

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Ed Bookman, Chairperson

Dianne Guminak, 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: [doverfreelibrary1913.org](http://doverfreelibrary1913.org).