

Dover Free Library Minutes
Tuesday, December 3rd, 2019

Present: Kevin Stine, Ed Brookman, John Flores, Dianne Guminak, , Aurora Roberts

The trustee meeting was called to order at 1:10 p.m.

Public Comments:

Approval of Prior Minutes:

Kevin motioned to approve the November meeting minutes and Aurora seconded the motion. .

Old Business:

Financial Report:

-Dianne motioned to approve the finances and Aurora seconded the motion.

Director's Report:

-The Dover Free Library welcomes Karen Cawrse, Librarian Assistant and Cynthia Cohen, Children's Librarian.

-The circulation and walk-ins were low for the month of November

-The Adopt a book fundraiser has started. We have raised approximately \$1,200 with this fundraiser in past years.

-The town report is due...Ed will work on this.

-The public library report is due...John will be working on this.

Children's Report:

-none for this month. There will be one next month written by the Cynthia.

New Business:

--Santa visit-trustees will be helping with this event. Saturday, December 7th. The books are set. The decorations are out...we will be meeting on Friday to decorate. Cynthia will be calling to remind helpers and cookie makers.

-Kevin introduced the idea of United Through Reading, a military program and is interested in promoting it through the library. He also brought up the idea of inviting people to the library on Thanksgiving. We will be researching this further to see what we can do.

-John requested that the Dover Free Library employees be given Veteran's Day as a floating holiday starting next fiscal year. He requested this as other Dover town employees have this benefit.. Kevin made a motion to make Veteran's Day a floating holiday for Dover Free employees. Ed seconded the motion.

-The board reviewed the budget as prepared by John....

-The line item #399 has been changed from "retained earnings" to "budget surplus".

-The board has agreed to use the unused health and disability insurance surplus from 2018/2019t towards this years budget.

-The board agreed to increase the postage by \$1,000, bringing it up to \$2,500. The board felt this is necessary due to the increase in use of the interlibrary loan program.

-The proposed budget for the incoming fiscal year is \$236,198.00

\$252,823 Total Budget

-\$3,625 income

-\$13,000 2018/2019 health surplus

\$236,198.00 proposed budget

-Ed motioned to approve the budget for the fiscal year 2020-2021. It was seconded by Aurora. It was approved by the board.

Agenda for next month:

-Strategic planning

Next Meeting:

-The next meeting will take place on Tuesday, January 21st at 1:00

Meeting Adjourned: 3:00 p.m.

Respectfully Submitted,

Ed Brookman, 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.