

DOVER FREE LIBRARY

December 15, 2015

BOARD OF TRUSTEES MEETING

Meeting Called to Order: 5:05 PM

Present: Hillary Twining, Gene Laycock, Charles Wheeler, Meredith Anton, John Flores

Old Business: Randy Terk was present at the start of the meeting in order to discuss with the Trustees the \$58,521.22 donation from the late Evelyn Waugh. Charles said that the Trustees would like the money to go beyond Operating Expenses, to something extraordinary in honor of Evelyn. Randy said that it is up to Trustees to decide how best to use the donation. He suggested a footnote to be added to the “Marie Waugh Fund” line item in the budget denoting the funds as an “undesignated bequest to be used at the discretion of the Library Trustees for the benefit of the library.”

Randy left the meeting at 5:15 PM.

Approval of Prior Minutes: Hillary moved to accept the minutes from the meeting on November 24, 2015. Meredith seconded the motion. Motion passed.

Financial Report: The Trustees discussed the \$2000.00 in the Graves Fund. Charles motioned to take the \$2000.00 from the Graves Fund and combine it with the Marie Waugh fund. Hillary seconded the motion. Motion passed.

Hillary moved to accept the November Financial Report. Charles seconded the motion. Motion passed.

Director’s Report: John shared a letter that he received from the Department of Veterans Affairs in White River Junction, VT, thanking the DFL for the recent donation of hardcover books. The Trustees were very grateful to Gene, Tamara and Nancie for coming up with the idea for the donation and to Gene for driving to White River Junction and delivering the books in person.

John updated the Trustees on the status of the Coffee bar, outlining recent purchases of a coffee maker, a beverage cooler, a recycle box/bin and coffee airpots. He also went through the “DFL Internet Coffee Bar Operating Guidelines” with the Trustees.

John said “Santa’s Visit” was a huge success, with 195 people attending this year. (Last year’s attendance was 153.)

Tamara shared highlights from the Children’s Program in her November 2015 Report, indicating that 83 students from The Dover School had attended two programs, and that Special Events in December included the “Teen Reader Rave” and the “Santa Visit and Elf Workshop.”

A “Family Movie Night” will take place on Monday, December 28th at 6PM.

Hillary moved to accept the Director’s and Children’s Reports. Charles seconded the motion. Motion passed.

New Business: John shared the Proposed Library Budget for the Town Report. He explained all line items showing increases, including Gross Salaries, Health & Disability Insurance, Books & Materials, Postage, Publicity and Programs. He also discussed the proposed salary increase of 3%.

Hillary moved to approve the Proposed 2016/2017 Budget. Charles seconded the motion. Motion passed.

Next Meeting: Monday, January 25th at 5:00 PM

Meeting Adjourned: 6:15 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, The Dover School, West Dover Post Office, East Dover Post Office, Dover Free Library, DFL website: doverfreelibrary1913.org.

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AGENDA

January 25, 2016

Present

Approval of Prior Meeting Minutes

Financial Report

Director's Report

Children's Report

New Business

Old Business

Next Meeting: _____