

DOVER FREE LIBRARY

November 24, 2015

BOARD OF TRUSTEES MEETING

Meeting Called to Order: 5:15 PM

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

Approval of Prior Minutes: Hillary noted a small change to the October minutes regarding the replacement of the current photocopier with a wireless copier/printer/scanner: the cost will increase “by” \$20 a month, not “to” \$20 a month. Hillary made the change on the minutes. Hillary moved to accept the minutes from the meeting on October 26, 2015. Meredith seconded the motion. Motion passed.

Financial Report: John noted the \$58, 521.22 donation from Evelyn Waugh in the General Fund. He asked how expenses from this fund will be reflected under Operating Expenses on the Financial Report. Hillary asked John to contact Randy Terk to ask him to create a new fund, titled “The Marie Waugh Bequest Fund” so as to make clear all future activity from this account.

Hillary moved to accept the October Financial Report. Meredith seconded the motion. Motion passed.

Director’s Report: Hillary noted the decrease in Internet and Wi-Fi use from October 2014 to October 2015 and asked John if he thought the Fiber Optic Installation was being under-utilized. John said that it was more likely due to more residents acquiring better wi-fi at home. John said that once the Coffee Bar was opened, there could be an increase in Internet/Wi-fi usage among patrons.

Hillary asked if the library could develop a publicity campaign for the Grand Opening of the Coffee Bar, with signage, a web page and newspaper announcement. The trustees agreed to discuss this once the building of the café is complete.

John presented a “Repair/Renovation List” to the trustees, itemizing all of the areas of the Brick Building that need immediate and/or future attention, including but not limited to the porch pillars outside the Children’s Library, some damaged siding, the crumbling stairs at the library’s main entrance, the disability ramp, the main doors, the roof of the Children’s Library, and the hallway vents. The Trustees discussed how best to communicate these needs to the Selectboard. Hillary said she would reach out to Bob Holland and/or Linda Holland so as to figure out who is the appropriate person and what is the protocol for moving forward on these needs.

John reminded everyone of some important upcoming events: “Santa’s Visit!” on Saturday, December 5th, from 3-5 PM; the annual “Adopt-A-Book” program from November 26 – December 27; and the Library’s Proposed Budget, which is due in early December. He said that board members would be receiving a copy of the proposed budget by Monday, November 30th for review.

Tamara noted in her Children’s Report that 83 students from the Dover Elementary School visited this month from Grades 1-3. Students in Grades 4-6 will be visiting the third Friday of this month. She also noted that 70 people attended the “Trunk-or-Treat Movie Nite” on October 30th.

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

New Business: Meredith reminded about the upcoming Film Screening/Discussion on Monday, November 30th, co-hosted with the Women’s Freedom Center. John said an announcement was placed in the *Deerfield Valley News*, as well as an article in the *Brattleboro Reformer*.

Old Business: none.

Next Meeting: Tuesday, December 15th at 5:00 PM.

Meeting Adjourned: 6:10 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.

DOVER FREE LIBRARY

AGENDA

December 15, 2015

Present

Approval of Prior Meeting Minutes

Financial Report

Director's Report

Children's Report

New Business

Old Business

Next Meeting: _____

