

DOVER FREE LIBRARY

Minutes

Tuesday, December 18, 2018

Present: Kevin Stine, Ed Brookman, Cynthia Cohen, Dianne Guminack and John Flores. Chris Kelly visited as a potential new trustee.

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

Approval of Prior Meeting Minutes:

Dianne motioned to approve the November minutes; the motion was seconded by Ed. Motion passed.

Financial Report: At the December 17 trustees meeting, which lacked a quorum, there was conversation about the November budget and financial reports for the 2019-2020 year. On December 17, Dianne asked about the “programming expenses” line on December’s profit and loss page, On the 18th, John clarified that the \$478.46 was the sum of payments to Andy Davis for the continuing ukulele program, food costs, and the donation requested for Santa’s December 1 appearance at the library.

Kevin reports from the On December 17 meeting that Dianne asked if we could have Bodil do some specific programs, perhaps crafts, to further justify her increase in hours. The possibility remained open. There was also discussion on programming for seniors in the community, specifically those at facilities like Butterfield Commons and the Gathering Place.

Ed asked about the retirement budget line on the November report, which has already used 87% of its budget. John will investigate if cost has gone up. Ed also questioned programming, which stands at 84.54% used. John explained that the bulk of programming is done in the summer and fall. Ed also asked about POR. John noted that PR is done for the year.

Director’s Report: Circulation is significantly up, as are ebook and audiobook usage. John proposed a new trustee training for January.

Children’s Report: Kevin asked about plans for programming using the VR kit. John will meet with Tamara and report back.

There was discussion on the need for Storytimes, as they are not well attended and much time is devoted to planning. Cynthia noted that they are a cornerstone of children’s

services and need to be offered, regardless of attendance. Cynthia suggested adding a few different one-off times and/or themes, such as an evening “pajama time” or Saturday family storytime, using agendas Tamara has already created. She also fielded the idea of sending Tamara to seminars or networking events to connect with new trends.

There was a suggestion to have Tamara work with homeschooling groups and create programs to encourage their daytime attendance, and promote the library’s comprehensive and helpful homeschool resource section. Cynthia volunteered to share some current active Vermont Facebook groups with Tamara.

New Business: Bobby Holland agreed to an additional handicap parking space and has a sign. He will be out to mark it.

Kevin requested trustees have a login and password for Vermont Community Foundation. John agreed to provide that. John also pointed out that no trustees are on the library’s bank account. He will get paperwork to add one trustee. Ed was volunteered.

Old Business: 2019-2020 Library budget: Kevin suggested adding \$500 to PR, line 44, to aid in advertising current and new programming with the main goal to improve children’s and senior’s attendance. Cynthia moved to add the \$500 and Ed seconded.

Ed moved to accept the 2019-202 budget. Cynthia seconded. The library will be asking \$47,782 from the town

Next Meeting: Monday, January 28th at 2:00 PM

Meeting Adjourned: 3:00 PM

Respectfully Submitted,

Kevin Stine, Acting Chairperson

Cynthia Cohen, acting 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.

DOVER FREE LIBRARY

Agenda

Monday, January 28, 2019

Present:

Approval of Prior Meeting Minutes:

Financial Report:

Director's Report:

Children's Report:

New Business:

Old Business:

Next Meeting: