

**DOVER FREE LIBRARY**

**September 20, 2017**

**BOARD OF TRUSTEES MEETING**

**Meeting Called to Order: 5:20 PM**

**Present: Hillary Twining, Meredith Anton, Darcy Canu, Kevin Stine and John Flores**

**Approval of Prior Meeting Minutes: Hillary moved to accept the July 2017 minutes. Meredith seconded. Motion passed.**

**Financial Report: There was no financial report. Since Randy Terk's departure, the library has been trying to find a person to do the financial reports. John said that Louis Clark, a retired CPA from Wilmington, has expressed that he would be willing to do the monthly reconciliations and preparation of financial statements for the DFL. John said he has set up a meeting with him at the library on Tuesday, September 26<sup>th</sup> to discuss the details. John asked if a trustee could attend. Kevin and Meredith said they would try to make it.**

**John did convey that \$30,649.30 had been received from the Town on July 10, 2017 and also another installment of \$82,933.40 on August 21<sup>st</sup>. At the beginning of the year, there was \$35,844.31 in the General Fund, including money carried over from the remaining funds from Operating Expenses.**

**Kevin moved to invite Louis Clark to be responsible for the library's financial statements going forward. Darcy seconded the motion. Motion passed.**

**Director's Report: John reported that \$920.00 in donations had been received from the Dessert Social, and that 80 people attended. He also reported on the success of the library's programs, including four musical groups, the Summer of Love movie series, and the Solar Eclipse.**

**On Monday, September 18<sup>th</sup>, the library held a going away party for Nancie. Eighty-two people came to thank her and celebrate all that she has given and done for the Dover Free Library over the years. She will be greatly missed.**

**John said Bodil Morse will take over as the new Librarian Assistant. She will start on Friday, September 22<sup>nd</sup>. She will work 20 hours a week and one Saturday a month. Her probation period will be three months, after which John will conduct a performance review.**

John said the two damaged windows have been replaced and the leaky roof is scheduled to be repaired on September 23<sup>rd</sup>.

**Children's Report:** Tamara presented her report, highlighting the publicity, decorations, specific programs, and attendance surrounding the *Build a Better World!* Summer Reading Program. There were a total of 22 programs offered over the course of the summer, with a total attendance of 189 people (131 children and 58 adults). Tamara noted that 17 children signed up for the program. Ten participants returned their records. Overall, 109 books were read.

**New Business:** John said that the fire alarm went off again two weeks ago. He said David would be bringing in someone who specializes in ducts. The trustees discussed their concerns about the recurrence of this issue, hoping that the source of the problem will be discovered. John expressed his concerns about the evacuation of the kids at Kids in the Country should the problem arise again. The trustees agreed to stay on top of this issue.

**Old Business:** Meredith asked about the status of the parking lot issue. Hillary explained that she was unable to make the last Selectboard meeting, but would follow up with Jeanette to try to get on the agenda for the next meeting.

**Next Meeting:** Wednesday, October 18th at 5:00 PM.

**Meeting Adjourned:** 6:25 PM

Respectfully Submitted,

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Hillary Twining, Chairperson

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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: [doverfreelibrary1913.org](http://doverfreelibrary1913.org).*

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**AGENDA**

**Wednesday, October 18<sup>th</sup>, 2017**

**Present**

**Approval of Prior Meeting Minutes**

**Financial Report**

**Director's Report**

**Children's Report**

**New Business**

**Old Business**

**Next Meeting:**

