

Dover Library Board of Trustees Minutes
12/9/2008
Dover Town Hall

Present: Alison Piper (AP), Karen McKoy (KM), Diane Sampson-Zenger (DS-Z), Cathy Mitchell (CM), Beth Paisner (BP), Joan Stapleton (JS)

Guest Nancy Weinstein (NW) (Warrant Committee)

Absent: Holly Collins (HC)

The meeting was convened at 9:30 AM by Co-Chair CM.

Announcements:

Meeting Dates and Locations were discussed and decided to be:

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|-------------------------|---------|------------------|
| ○ Tuesday, January 13th | 9:30 am | Selectman's Room |
| ○ Tuesday, February 3rd | 1:00 PM | Selectman's Room |
| ○ Tuesday, March 17th | 9:30 am | Selectman's Room |
| ○ Tuesday, April 14th | 9:30 am | Selectman's Room |
| ○ Tuesday, May 12th | 9:30 am | Selectman's Room |

November Minutes: Approved

Reports:

• Director's Report

JS reported that Elaine Grublin will start this week as the new Saturday reference librarian. David Ramsay expressed reservations about placing the utility bills for the library in another town department budget, although he said he would take our recommendation for further study. The Board discussed the importance of removing this uncontrollable item from the budget in order to reduce the MBLC mandatory extra materials expenses for the town associated with the total Library budget amount. This issue will be put on the Selectmen's meeting agenda for further discussion.

• Trustee Reports:

- Capital Budget - The Board approved the FY 2010 capital budget request to renovate the downstairs meeting room to a multimedia room.
- Budget – DS-Z went over FY 2010 budget items, with a large increase due to mandated fuel and electricity guidelines from the Warrant Committee. Due to the difficulty of knowing how the MBLC will be determining our required materials expenditures in the coming year, we will ask the town to increase its percentage of contribution until we hit \$52,000 for materials at a 16% rate of our budget level. Supply costs continue to run over the budgeted amount. As the supplies are also for the printer/copier/fax use, and the income from these is NOT being collected in the current revolving fund (now collecting only for lost books), but going to the town general fund, it was agreed by the Board that a request would be made for a warrant article to amend the current revolving fund

wording to include income from the collection of fines and from patron use of the printer/copier/fax services. We will maintain the current funding for a Youth Services Librarian.

- Defibrillator - deferred as HC was not present
- Annual Appeal – The letter was approved and will be printed and mailed forthwith.
- Long Range Plan - This was updated and filed by JS and AP.
- Landscaping - deferred.
- Friends – BP reported the House Tour was a success, raising about \$14,000 net. The Friends are planning another wine event in February. The Board approved serving alcohol at the library for the event on 2/12/09.

- Chair Report:

CM reviewed the ad for the position which was approved and will be posted as of 1/1/09. The director search committee will be composed of JS,CM,BP,AP and Lorrie Linell from the Friends.

- Teens and Tweens grant :

After much discussion, the Board decided to keep open the option of beginning with the grant next fall. The job opening for the part-time (10 hours a week) Youth Services Librarian will be posted and hopefully filled in the near future in order to begin planning for implementing this grant.

- Plate for Children's cart:

- JS noted the cart had been put to good use in the children's area. NW noted the donation used for the cart had in fact been designated for the YA area. Therefore, JS will assign another funding source for the children's area cart.

Other business;

It was moved and seconded that the acting director spend an amount not to exceed \$50 from the Gift Fund on books in honor of Tanya Newburg, in recognition of her many years of service to the DTL.

Adjournment : The meeting was adjourned at 12:25 PM.

Respectfully submitted, Karen McKoy, Secretary