

MINUTES

Dover Town Library Board of Trustees
Tuesday, November 10, 2015 @ 9 am
Living Room, Dover Town Library

Present: Mark Bush, Adrian Hill, Kim Hatfield, Maud Chaplin, Judy Schulz, Cheryl Abdullah, Anne Coster, John Cone (Warrant), Tracy Tobin (Friends)

Reports:

Director's Report – no questions.

Library Renovation Update – December 7th is still the date for both the final day of upstairs being open and also of the first day of the new circulation arrangements being open and working downstairs. Mid February is the anticipated re-opening timing.

Friends Update – Ms Tobin spoke about the plans for an “Un-Gala” in March 2016 at the Legion to celebrate the library and the re-opening of the upstairs. Also, there are plans for a ‘Young Friends’ launch to link more deeply with the users of the Childrens section. The House tour took place last weekend in fine weather, with the expected monies to be communicated in the coming months.

Hovey Fund Calculation FY2016 – there is a \$119.15 shortfall when performance is compared to inflation. It was decided that the Town Treasurer come and speak with the Trustees once more. Mr Cone asked about the intended uses of funds.

Requiring Motions:

October Minutes – approved unanimously.

Surplus Item from renovation – approved unanimously to dispose of such items by the best means possible

Operating Budget – first draft of the operating budget was presented by Mr. Hill after meeting with Ms Abdullah, with especial mention of the specific request to change the Books & Periodicals line item to be the minimum 15.2% of total monies appropriated from the town, as per state legal mandate. Mr. Cone encouraged the Trustees to think intelligently about the line items rather than merely re-enter past years’ numbers. He expressed support for the Library and explained that should extraordinary events occur, such as a fuel spike, the Town’s reserve fund exists to aid departments at these times. Mr. Hill agreed to contact other towns to be able to talk to how they see the state mandated line level of 15.2%.

Open Items:

Trustees-Friends Appeal 2015-16 – Ms Hatfield shared the draft Appeal letter for comments and timing of distribution of mid November was agreed.

Railings for Library Walkway – this was approved by the Selectmen for inclusion in Town Meeting proposals and hopeful construction, subject to a vote, early summer 2016.

Other Business:

Holiday schedules – Ms Abdullah described the dates affected – they are on the website for information

Staff Appreciation – this has been postponed until February or when the renovations are completed

10.02am Vote taken to end the meeting.