



Town of Dover Free Public Library

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Board of Trustees of Dover Free Public Library
Minutes of the Regular Meeting January 21,2010

Reorganization Meeting

Board President Irene Hansen called the January 21, 2010 meeting of the Board of Trustees to order at 7:10.

Roll Call:

Pat Donofrio, Mayor's representative	
Scott Miller	Alan Bocchino
Irene Hansen	Carole Walker
Carolyn Bishop	Sherry Lenox
Heather Merkle, Dover School's representative	

Absent: Helen Penella

Also present: Rob Tambini, Library Director.
Reelection and election of the officers for 2010.

President – Irene Hansen
Vice- President – Carolyn Bishop
Treasurer – Alan Bocchino
Secretary – Carole Walker

These are the board of trustee's officers 2010. Heather Merkle will serve as Dover Schools representative and Pat Donofrio is the mayor's representative.

Adjournment of the reorganization meeting 7:13

Regular Monthly Meeting:

Board President Irene Hansen called the January 21,2010 meeting of the Board of Trustees to order at 7:14.

Roll call: Irene Hansen, Scott Miller, Carolyn Bishop, Pat Donofrio, mayor's representative, Carole Walker, Sherry Lenox, Alan Bocchino, Helen Penella. Heather Merkle, Dover school's representative,

Also present Rob Tambini, Library Director

Previous Meeting Minutes:

The minutes of the January 21,2010 meeting of the Board of Trustees were submitted and adopted by the Board. Motion to approve the by Scott Miller and seconded by Carolyn Bishop.

***** Helen Now has a gooood chair*****!!!

Treasurer Report:

Balance of the Board checking account is \$10,596.75. A service fee has been reversed and we have an additional \$31.02. Balance of the board's CD is \$58,500.75. (estimated) There is an invoice from Chase stating we owe them \$1.15. Alan will be checking that out.

Motion made to approve the Treasurer's report: Helen Penella, seconded by Sherry Lenox

Director's Report:**This report was submitted by e-mail.**

- Estimated value of the painting is 2.5 million dollars. (appraisal). It is well insured and has three alarms.
- Please read the library policies over. If there are any changes or additions we will discuss and vote on them at the next meeting.
- Evaluations of employees will include the policies and procedures and they should sign off that they have read them. There won't be any problems.

Old Business:**This includes budget, magazine deletions and memos.**

Scot states the budget looks good compared to other budgets.

- 5.3 reduction in budget. As the budget goes down there are annual fees and obligations that increase of which we have no control.
- Irene was very good at coming to discuss the budget several times during the month.
- Actual hours are reflexed in this budget (10 hours)
- Two employee hours are reduced.(7 employee hours)
- Changes will be on summer hours ,year around, closing 5:30 (Wednesday)
- 7 employee hours (about 8,700.00) the difference of 3 ½ .
- Wednesday night is the lowest patron usage.
- There will be a boiler meeting with the town to work on a proposal (capital expenditure hopefully)
- Purchase paper backs rather than hard backs
- Priority to remain in compliance.
- No final 2009 budget numbers yet. There are things that are still outstanding.
- \$51,000 that was moved two years ago and last year was moved back because of budget increases.
- Would like to see 2009-2010 proposal and 2010 actual next to 2010. As discussed last year , when we go through the budget process to have something easier to look at and see what the actual are.
- The town report doesn't reflect our budget. Rob will go into Edmonds's and produce a report that includes sub account numbers and totals
- Motion made to adopt 2010 budget, Scott Miller and seconded by Sherry Lenox

Motions made to adopt the new hours with changes for Wednesday, Scott Miller and Irene seconded.

- Nine magazines have been discontinued due to lack of use. Usages was decided by patrons checking each time they used a publication and a tally made at the end of each week. Will also check what's on line in full text. We will revisit this at the end of the summer. Subscription renewals are due in October.

New Business:

- Motion to approve the Holiday schedule by Scott Miller and seconded by Irene Hansen
- Dover Day there has been no decision about the foot print, or a date.

Approval of Bills and Checks:

- Motion to approve by Scott Miller and seconded by Pat Donofrio.

Meeting adjournment:

- Motion to adjourn by Scott Miller and seconded by Carolyn Bishop
- Meeting adjourned at 8:15 PM

Submitted by Carole Walker, Board Secretary

Next Library meeting: Thursday February 17, 2010