



Town of Dover

Free Public Library

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Board of Trustees of the Dover Free Public Library

Minutes of the Regular Board Meeting, February 9, 2012

President Alan Bocchino called the February meeting of the Board of Trustees to order at 7:05 PM.

Roll Call:

- Present: Alan Bocchino, Irene Hansen, Carolyn Bishop, Krista Seanor, Helen Pennella, Carole Walker, Jim Visioli - substitution for Carolyn Blackman
- Absent: Carolyn Blackman, Mayor's representative, Heather Carlton, Dover School's representative, Sherry Lenox.

Previous Meeting Minutes:

The minutes of the January 12, 2012 reorganization meeting and the regular monthly were submitted and approved by the Board. Motion to approve: Carolyn Bishop, seconded by Irene Hansen

Treasurer's Report:

- CD \$59,670.51 (Krista to double check total with bank)
- Sovereign Money Market Account \$8,148.45
- Sovereign Checking Account \$1,805.80

Treasurer's Report was approved by Carole Walker, seconded by Helen Pennella.

Director's Report

- No Director's report.

Old Business:

- Irene Hansen will stop at Sack's and arrange for someone to measure the windows and give us an estimate on the blinds.
- 2011 spending - still waiting on final total, but we will have enough to pay off remainder of the boiler.

- Policy revisions and adoption of new Notary Public statement and No Smoking policy
 - Motion by Carolyn Bishop, Seconded by Helen Pennella.
- Natalie Riggs revisited the idea that we add No Smoking signs on the property. Irene Hansen said that she spoke with the Board of Health director, Frank Wilpert. Frank stated that we could forbid smoking on all Library Property. Natalie will work on finding signs and Dick will remove the ashtray and replace it with a sign. Signs will also be posted inside the library.
- The Library will obtain a dumpster to be used for the cleanup of the basement, storage areas, and shed. We are putting the ordering of the dumpster on hold until we have a new director.
- Mayor's labor program--Irene spoke with the Mayor and Alderman Jim Visioli. Some of the things on the to-do list are:
 - windows washed inside and out good spring cleanup outside
 - We can add other items to the list.
 - The workers would be here on Saturdays from 8-12, but someone would have to come in and open the building.
- Town Administrator William Close, the JIF insurance adjuster, Irene, Victoria, and Luis Acevedo met in the Library on February 9 to discuss damage to the basement from flooding during Hurricane Irene.
 - The FEMA claim forms were never filled out so we are unable to claim any of the damages from the flooding. Mr. Close will check and see if we could possibly still file a claim.

New Business:

- Resolution to transfer \$8040.85 from 2010 budget to apply to the Boiler Bond balance of \$12,450. Motion by Carolyn Bishop, second Helen Pennella
- Resolution to transfer \$4409.15 from 2011 budget to apply to the remaining Boiler bond balance from 2010. At this time we consider this bond paid in full . Motion to accept Carolyn Bishop, second Irene Hansen
- Resolution to designate Mr. Close as the interim appointing authority until the new library director is hired and the 90 day probationary period is passed. Motion to accept Carolyn Bishop, second Helen Pennella
- Jim Visioli will follow up with Carolyn Blackman about who will be our rep considering she is the rep to the Recreation Dept. which meets at the same time as the Library Board.

- Book sale is on for 2/21-2/25.
 - Natalie, Community Worker, Krista, and National Honor Society students from Dover High School will set up. Tables will be borrowed from the town.

Approval of Bills and Checks:

Motion to approve by Carolyn Bishop, seconded by Irene Hansen.

Action Items

- Krista will check on actual CD Balance
- Irene will talk to Sacks re: blinds
- Krista will talk to Heather Carlton and Robert Becker regarding replacing the Superintendent's representative.
- Ask Victoria to call Town Hall and see if Alan, Irene, and Krista are now bonded.

Meeting Adjournment:

Meeting adjourned at 8:22 PM.

Motion to adjourn by Alan Bocchino, seconded by Carol Walker

Submitted by Irene Hansen for Board Secretary

Next Library Meeting, March 8, 2012 at 7PM.