



Town of Dover Free Public Library

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Board of Trustees of Dover Free Public Library Minutes of the Regular Meeting February 18, 2010

Regular Monthly Meeting:

Board Vice President Carolyn Bishop called the February 18, 2010 meeting of the Board of Trustees to order at 7:05.

Roll Call:

Pat Donofrio, Mayor's representative
Carole Walker
Carolyn Bishop
Heather Merkle, Dover School's representative
Sherry Lenox
Helen Penella

Absent: Scott Miller, Alan Bocchino, Irene Hansen

Also present: Rob Tambini, Library Director.

Previous Meeting Minutes:

The minutes of the February 18, 2010 meeting of the Board of Trustees were submitted and adopted by the Board. Motion to approve: Sherry Lenox, seconded by Helen Penella.

Treasurer Report: no report

Director's Report:

This report was submitted by e-mail.

- Library Policy- postpone until next meeting.
- We welcome Town Administrator William (Bill) Close to the meeting. He was invited to visit the Board to discuss various topics in Executive session.
- Web site now includes links to Federal and State tax forms. Patrons can visit our web site and download the most popular forms. All information has been updated.

Old Business:

- In view of the Governor's changes, we are not sure how it effects us yet.
- About \$719,000 has been cut from various library services.
- These are the areas:
 - **N.J. Library Network**-delivery services, which is inter library loans.
About 120 items are delivered daily in and out. The state pays for 4 days and we pay for the 5th day.
 - **Online data base**- It is free now. It may be cut. Don't have figures at this time.
 - **Virtual Library Aid**

New Business:

- Pat Donofrio mentioned that there is a company or service that will come and take your shreddable items. This could possibly be a fundraiser. Rob will follow up on this.
- During the snow storm the plow destroyed an area of the lawn at the rear of the building near the handicap ramp, leaving a hazardous situation. This needs to be look into.
- At the town meeting it was mentioned that they would like to have someone come to the meeting and share what is going on at our board meetings. Perhaps our president.

Executive Session:

Motion made to go into Executive Session by Helen Penella and seconded by Carolyn Bishop. Town Administer William (Bill) Close discussed various topics. (Pending Litigation and Contracts) After the close of the session Mr. Close was asked about the heating system.

- As part of the budget process that includes capital projects, which would include HVAC for the library, that Rob estimated for consideration last year.
- Things are needed for specification and Rob is aware of the process that is needed for that.
- Must be bonded, the town bonds then you must seek bets for the work.
- The board determines the inclusion of this project. Rob is waiting for the capital funding request forms that are needed.
- Budget process hasn't been completed yet. Possible by the end of March.
- State aid will reflex our budget with what can be done with capital projects this year.
- The Board of Alderman must approve the inclusion of the capital project.
- The ultimate specification dictates the cost of the system.

Approval of Bills and Checks:

- Motion to approve by Helen Penella and seconded by Sherry Lenox

Meeting adjournment:

- Motion to adjourn by Helen Penella and seconded by Pat Donofrio
- Meeting adjourned at 8:06 PM

Submitted by Carole Walker, Board Secretary
Next Library meeting: Thursday April 15, 2010