



Town of Dover Free Public Library

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Minutes of the meeting of the Town of Dover Free Public Library Board of Trustees
Dover Library February 20, 2013

Meeting called to order at 7:03 PM by President, Irene Hansen.

Present: Irene Hansen, Patricia Genovese, Carolyn Bishop, Krista Seanor, Carole Walker, town attorney, Nick Finc, Mayor's representative, Michael Picciallo, and Library Director Mary Romance

Absent: Alan Bocchino and Helen Pennella

Minutes: It was moved by Carolyn Bishop and seconded by Carole Walker to approve the Minutes of the January 16, 2014 meeting. Motion carried.

Treasurer's Report: Current balance in the savings account is \$68,301.81 and current balance in the checking account is \$8,233.77. The library's threshold account, (petty cash) ending balance as of 2013 was \$152.80. Mary Romance requested a check for \$97.20 to replenish the account for 2014 bringing the total back up to \$250.00. It was moved by Carolyn Bishop and seconded by Pattie Genovese to approve the treasurer's report. Motion carried and report will be filed for audit.

Director's Report: Mary Romance gave her report and highlighted the following:

- The library reopened on Tuesday February 4, 2014
- The library wireless is working and the Smart Access Manager is functioning properly.
- Two computers were configured with educational games in the children's department.
- In-service staff training in Customer Service, the Library Automation System and Library Procedures and Policies was completed.
- Tax forms are available at the library
- Library Programs will resume the week of March 3, 2014, National Library Week is Sunday, April 13 through Saturday, April 19, 2014.
- It was moved by Krista Seanor and seconded by Irene Hansen to purchase a \$50 gift card for Bill Harrison for his help in training and the re-opening of the library. Motion carried.

New Business: A discussion about changing library hours was tabled until the staffing issue is resolved on the 4th Saturday of each month.

Discussion commenced on the re-opening party. The target audience is the public, the plan is to celebrate throughout the week of April 13 to April 19 with cookies, cake, punch and balloons.

The actual "Gala" will be held on Friday May 9th 2014. Target guests are Town Hall dignitaries, patrons of the library, people who worked on the library project and others to be determined. A sub-committee was formed. Pattie Genovese and Carole Walker are co-chairs. Other members are Helen Pennella, Irene Hansen and Carolyn Bishop. The committee will meet separately.

Aside from wine and food, a subtle gifting tree will be designed to encourage guests to help the library achieve a wish list. A major goal is the refinishing of the library's wooden chairs at an approximate cost of \$125 per chair. The Board of Trustees has committed to donate the funds to refinish one chair.

Bills and Checks: Receipts were presented for the following purchases: books that were destroyed, a pizza lunch and a dust pan, broom and extension chord. It was moved by Carolyn Bishop and seconded by Irene Hansen to pay the reimbursements totaling \$330.61. Motion carried.

There being no further business it was moved by Carole Walker and seconded by Mike Picciallo to adjourn the meeting. Meeting adjourned at 8:29 pm.

Respectfully submitted,
Patricia Genovese, Secretary

Next Meeting: Thursday March 20, 2014 at the Dover Library.