

Dover Town Library Board of Trustees Meeting  
04/13/2021 9:00 AM  
Meeting Place/Location: Remote/Zoom

### Attendees (Remote)

- Trustees Present: Adrian Hill (Co-Chair), Judith Schulz (Co-Chair), Peter Hoffmann (Secretary), Tracy Tobin, Erin Rodat-Savla, and Ameer Tejani;
- Guest Speaker(s): Rob Andrews, Friends of the Dover Town Library

### Documents/Exhibits

- Director's Report (March)

### Minutes

The February and March minutes were approved as revised by unanimous roll call vote.

### Town Meeting

The town meeting will be held on the football field again this year. Erin and Judy are planning on attending.

### Director's Report

The full-time head of circulation resigned last week. Accordingly, Cheryl is now looking to fill one part-time and one full-time position. Cheryl's retirement date is scheduled for June 30, 2022. The Town and Board of Health are working on capacity size for the browsing room, which they are hoping to open on the 20th likely for several hours on Tuesdays and Thursdays. The quarantine protocol for materials has been reduced to 24 hours.

### Re-opening

Since social distancing in the workplace is required by the CDC's COVID-19 workspace protocols, the entire library can't yet be opened as there isn't enough room to social distance as the protocols have led to library staff working throughout the high traffic areas of the library.

### Friends of the Dover Library Update

The annual appeal is going well. They have raised almost \$30k from approximately 190 donors. They are working on selling bookplates and the scheduled library clean-up. The Friends are currently seeking a new Board Member.

### Budget

Everything is ready for the May 1st town meeting. We are still working on obtaining the financial reports on demand from the town.

### Endowment Fund

All Board members agreed that the Board is not interested in managing the investments and will continue with the town management.

### Long Range Plan

The Trustees agreed to their long-range plan assignments. Adrian noted the excellent progress that had been made on Goal #5 ("In 5 years, the collections, building programs and policies of the Dover Town Library will reflect the Dover community's love for green space and outdoor activities.") and cited Cheryl's vision as the central force pushing that progress.

Meeting adjourned at 9:59 am.