

Dover Town Library Board of Trustees Meeting  
09/14/2021 9:00 AM  
Meeting Place/Location: Remote/Zoom

### Attendees (Remote)

- Trustees Present: Erin Rodat-Savla (Co-Chair), Ameer Tejani (Co-Chair), Peter Hoffmann (Secretary), Judith Schulz, Tracy Tobin.
- Library Director: Cheryl Abdullah
- Guest Speaker(s): Laurence Gagnon, Friends of the Dover Town Library

### Community Comments

Justine Kent-Uritan noted her pleasure in seeing Book Club back on the calendar. She also stressed the importance of good coordination between the library and the Council on Aging and expressed her hope that there would be more meetings held at the library.

Rob Andrews thanked the librarians working in the children's section for the great summer programs.

### Approval of Minutes

The minutes from the June and July meeting were approved by unanimous roll call vote.

### Friends of the Dover Library Update

Laurence reported that the Friends had a successful Dover Days with over \$850 raised for the library. The annual appeal will be going out in October and the Friends could use some help stuffing envelopes. The Friends nominated Chip Spalding for the Trustees' Recognition Award for Outstanding Service in recognition of her excellent efforts on behalf of the library. The Board approved the nomination by unanimous roll call vote.

### Director's Report

Cheryl referred the Board to her Report and noted that, while two recent hires left, the library has already hired one replacement and expects to hire the other replacement in October. Cheryl also noted that the ongoing town house modernization impacts the library's systems, policies, and procedures, which takes time and resources and many training sessions are planned.

### Smithsonian

The Board concurred with the library team's assessment that the library not pursue an upcoming Smithsonian program highlighting communities' transitions from rural to urban.

### Municipal Mask Order

Erin noted that a new municipal mask order is in effect.

### Long Range Plan

Erin provided the Board with an update on Goal 4 of the Library's Long Range Plan, which states: "In 5 years, the Dover Town Library will remain a model of innovation by keeping up with best practices in library science (or other industries) where they can apply and be tailored to our facility and community."

Erin noted the Board of Selectmen's goal of modernizing town computer systems and the Board discussed the meaning of "innovative" during the pandemic, and the role of hiring/staffing. The Board requested a TBD follow-up demonstration/description of the recent technology subscription, Springshare, as an example of ongoing improvements.

### Director Search

Judy and Tracy provided an update on the search to replace Cheryl upon her retirement in 2022. The job description will be completed and advertised beginning in January 2022. Resumes will be reviewed by a

committee created for the purpose in February and March. The top candidates to be selected for interviews in April and will participate in a public forum in early May. They plan to be ready to offer the position to the chosen candidate in mid-May or early-June, which would provide time for the new Director to begin several weeks before Cheryl's retirement and thereby allowing for a smooth transition.

### Board Self-evaluation

The Board discussed results of its self-evaluation and drafted potential improvement goals to be revisited in future meetings and as part of the director search.

Meeting adjourned at 10:36 am.