



Town of Dover Free Public Library

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Agenda of Regular Meeting

June 14, 2012 Meeting Board of Trustees of the Dover Free Public Library
7:00 PM at the Dover Public Library

Documents Distributed: Agenda, Director's Report, and Dover Municipal Library Study (June of 2006, by M.J.S. Architects, Inc.), 2012 Annual Budget for the Dover Free Public Library
Available for Consultation at Meeting: Professional Environmental Association Environmental, Sovereign Bank Statement, Town of Dover Budget General Account Status Year-to-Date, Town of Dover Budget State Aid Account Year-to-Date, Item Circulation Statistics for May of 2012, Circulation by Items Assigned Branch for May of 2012, Roof Condition Report: Prepared for the Dover Public Library, by Fania Roofing Company, and Purchase Order Documentation for the Roof Work Done July of 2007.

Call to Order

Roll Call

Approval of Minutes of

Special Agenda Item:

- Report Pertaining to the Environmental Testing of the Inside of the Library Building, Given by David Poling, President, Environmental Professional Associates
- Raymond E. O'Brien, Registered Architect, with merged firm of Raymond O'Brien, R.A., Inc. and M.J.S. Architects, Inc.

Treasurer's Report

Director's Report

Old Business

- Memo about Library Building from the Library Director to the Town Administrator
- Loitering Policy
- E-rate Application
- Environmental Testing of the Building
- Installation of the New Telephone System
- Adopting a Formal Library Budget for 2012
- Submission and Structuring of Meeting Minutes
- 2012 Annual Report to the Community
- 80th Anniversary of the Library Building

New Business

- Approval of Donating to Morris Automated Information System Old Computer Equipment, Peripherals, and Electronic Equipment and Discarding the Remainder
- Overdue Policy and Process
- Appoint Director Public Records Officer
- Formation of Committees of the Board of Trustees
- Special Board of Trustees Meeting for Library Director's Probationary Period

Bills and Checks

Public Portion

Executive Session

Adjournment of Public Meeting