



CITY OF DOVER

LIBRARY BOARD OF TRUSTEES---MINUTES

Meeting Type: Regular Meeting
Meeting Location: Dover Public Library, 73 Locust St., Dover, NH 03820
Meeting Date: **Thursday, Nov. 5, 2020**
Meeting Time: **4:00pm**

1. **CALL TO ORDER**--The November meeting was called to order at 4:00pm by Michael Egan. Also attending were Susan Story Galt, Ann Schultz, Dorothy Wagner, Deborah Thibodeaux, Denise LaFrance, and Emily Fortin. Carol Boc was an excused absence.
2. **MINUTES---OCTOBER 1, 2020** Minutes of the October meeting were approved on a motion made by Ann Schultz and seconded by Dorothy Wagner. Unanimously approved.
3. **REPORT OF THE LIBRARY DIRECTOR (OCTOBER)** -- The Report of the Library Director was approved on a motion made by Susan Story Galt and seconded by Dorothy Wagner. Unanimously approved.
4. **CORRESPONDENCE---** None to report.
5. **OLD BUSINESS**
 - A. Custodial Services: Our FT Custodian Michael Scarponi returned to work at the beginning of October. We are now fully staffed with custodians.
 - B. StoryCorps: The Library's StoryCorps project was opened to the public at the beginning of November. Staff are currently working with the Dover 400th Committee to promote the program and start adding interviews to our community page.
 - C. Book Sale: Our Grab Bag Book Sale made approximately \$650 for the Friends of the Library. We continue to promote and enhance our ongoing book sale. We are not accepting large book donations at this time.
 - D. Rotary Recognition: The Rotary Recognition took place on October 21, and the plaque that the Rotary presented to us is now displayed next to the Children's Room entrance.
6. **NEW BUSINESS**
 - A. Library Journal Design Challenge: The Library was chosen by Library Journal to participate in a space planning program. On November 4, an architect from Tappe Architects visited the Library to take a tour of the building and discuss potential renovation ideas. A virtual event will be held on November 18 discussing challenges in library space planning.
 - B. CIP: The CIP includes funds for a new slate roof, hiring an architect for future renovation plans, and replacing the rotten wood on the outside of the building.
 - C. Building Capacity: The library's building capacity was initially set at 32 people in the building at one time. Building inspectors have reassessed the capacity based on the square footage of the building and raised it to 50 people in the building at one time.
 - D. Friends Merchandise and Website Redesign: The Friends of the Library are working with staff members to redesign their website. The Friends have purchased



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new merchandise to sell such as face masks and hand sanitizer.

E. Hoopla Service: Maximum prices on downloadable content on Hoopla Digital have been lowered item (excluding books on audio) and the number of checkouts per month has been reduced from 8 to 4. With these changes, the amount of money the Library pays per month for Hoopla service has gone down to a more manageable level. More changes to the service can still be made to continue lowering costs if necessary.

UPCOMING PROGRAMS

November: Virtual Cookbook Club, Take & Make Craft Kits, Fall Teen Book Bingo Challenge: Everyday

Nov 1, 12, 15, 21: Virtual Dungeons & Dragons.

Nov. 2, 3, 5, 9, 10, 12, 16, 17, 19, 23, 24, 26 & 29: Family storytimes-- 10am to 10:30am

Nov. 2, 9, 16, 23 & 30: Read to a Librarian, 9am to 12pm

Nov. 2 NaNoWriMo Kick-off--4pm to 5pm

Nov. 4: Get Lit! Adult book club: 6:30 to 7:30 to discuss The Stranger Diaries by Elly Griffiths.

Nov. 5: Morning Book Group—10am in person discussing Salt House by Hala Alyan.

Nov. 6, 13 & 20: Mother Goose on the Loose, 10am to 10:30am (Virtual)

Nov. 9: Teen Advisory Board, 6pm to 7pm.

Nov. 10 & 24: Teen Movie Tuesday, 3:30 to 5:30pm, Jumanji: The Next Level

Nov. 10: Friends of the Dover Public Library meeting, 6:30pm

Nov. 11: Closed for Veterans' Day.

Nov. 12: Knitting Group, 9:30am to 1:30am

Nov 13: New Matter of Fact: Non-Fiction Book Club, 10am to 11am. I Contain Multitudes by Ed Yong.

Nov. 14: Bookend Painting for Teens, 2PM to 3:30pm

Nov. 16: Afternoon & Evening Book Group: 3pm or 6:30pm—in person or virtual

Nov. 17: Global Poetry Society, 3pm to 4pm; John Christie: author of a Dover boyhood memoir, 6:30pm. Registration required for this virtual event.

Nov. 18: Pizza & Pages teen book group, 6pm

Nov. 25 & 26: Closed for Thanksgiving Holiday.

7. ITEMS OF CONCERN: None to report.

8. ADJOURNMENT The meeting was adjourned at 4:31pm on a motion made by Dorothy Wagner and seconded by Ann Schultz. Unanimously approved.



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NEXT MEETING DATE: THURSDAY, DEC. 3, 2020 @ 4:00PM