



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, Dec. 3, 2020**
Meeting Time: **4:00pm**

1. **CALL TO ORDER**--The December meeting was called to order at 4:06pm by Carol Boc. Also attending were Susan Story Galt, Michael Egan, Dorothy Wagner, Deborah Thibodeaux, Denise LaFrance, and Emily Fortin. Ann Schultz was an unexcused absence.
2. **MINUTES---NOVEMBER 5, 2020** Minutes of the November meeting were approved on a motion made by Dorothy Wagner and seconded by Susan Story Galt. Unanimously approved.
3. **REPORT OF THE LIBRARY DIRECTOR (NOVEMBER)** -- The Report of the Library Director was approved on a motion made by Susan Story Galt and seconded by Michael Egan. Unanimously approved.
4. **CORRESPONDENCE---** None to report.
5. **OLD 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 give free advice on potential remodel ideas. On November 18, a virtual event was held to discuss some of the library's problem areas and ideas for a future renovation.
 - B. CIP: The CIP was passed for the year, and the library will soon begin the process of having the roof replaced.
 - C. Hoopla Service: Maximum prices on downloadable content on Hoopla Digital have been lowered (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 continued to go down to a more manageable level. More changes to the service can still be made to continue lowering costs if necessary.
6. **NEW BUSINESS**
 - A. Staff quarantining/travel: Over the last month there have been a few staff members out for travel and quarantining. No staff members currently have travel plans for the upcoming holidays.
 - B. Better World Books: The organization Better World Books have been contacted to take our 302 boxes of book donations. The library had an appointment for the group to collect the first round of boxes on December 3, however they did not take the books during that time. If Better World Books continues to be unreliable, we will look



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for another organization to accept the donation.

C. Building capacity: Due to concerns with the rise in COVID cases in the area, the library's building capacity was lowered from 50 people in the building at one time to 32 people (including staff members).

D. Fine forgiveness week: Patrons who bring in a non-perishable food donation during the week of December 7-12 will have up to \$50 worth of fines removed from their account. This will not apply for replacement costs on lost or damaged items.

UPCOMING PROGRAMS

December: Virtual Cookbook Club

Dec. 1, 15, 29: Global Poetry Society, 3pm to 4pm

Dec. 1, 8, 15, 15: Family storytimes-- 10am to 10:30am

Dec. 2: Virtual Holiday Pies with Liz Barbour 6:30 to 8:00

Dec 2 & 16: Knitting Group, 9:30am to 11:30am

Dec. 3: Morning Book Group—10am in person discussing *Killers of the Flower Moon* by David Grann

Dec. 4, 11 & 18: Mother Goose on the Loose, 10am to 10:30am (Virtual)

Dec. 5, 13, 19, 27: Virtual Dungeons & Dragons.

Dec. 7, 14, 21: Read to a Librarian, 9am to 12pm

Dec. 7th thru 12th: Fine Forgiveness Week

Dec. 9: Matter of Fact: Non-Fiction Book Club, 10am to 11am discussing *Sex Robots and Vegan Meat*.

Dec. 14: Teen Advisory Board, 6pm to 7pm.

Dec. 21: Afternoon & Evening Book Group: 3pm or 6:30pm—in person or virtual discussing *To the Bright Edge of the World* by Eowyn Ivey.

Dec. 16: Pizza & Pages teen book group, 6pm

Dec. 24: The Library will close at noon.

Dec. 25 & 26: The Library will be closed.

7. ITEMS OF CONCERN: None to report.

8. ADJOURNMENT The meeting was adjourned at 4:24pm on a motion made by Dorothy Wagner and seconded by Michael Egan. Unanimously approved.

NEXT MEETING DATE: THURSDAY, JAN. 7, 2021 @ 4:00PM