



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, January 5, 2022**
Meeting Time: **4:00pm**

1. **CALL TO ORDER**--The January meeting was called to order at 4:01pm by Michael Egan. Also attending were Susan Story Galt, Dorothy Wagner, Cliff Blake, Jill Martin, Ann Schultz, Denise LaFrance, and Emily Ainaire. Deborah Thibodeaux arrived later in the meeting.
2. **MINUTES---NOVEMBER 3, 2022** Minutes of the November meeting were approved on a motion made by Jill Martin and seconded by Ann Schultz. Unanimously approved. A special vote was held to approve the proposed changes to the Library Board of Trustees Operating Rules. There was discussion of Article III, Section C. It was decided to vote to approve the changes with the caveat that this section be made clearer. Jill Martin made a motion to accept and Susan Story Galt seconded. Unanimously approved.
3. **REPORT OF THE LIBRARY DIRECTOR (NOVEMBER/DECEMBER)** -- The Report of the Library Director was approved on a motion made by Ann Schultz and seconded by Dorothy Wagner. Unanimously approved.
4. **CORRESPONDENCE**--- None to report.
5. **OLD BUSINESS**
 - A. New phone system: Library staff are still adjusting to and learning the new phone system.
 - B. Architect/Boiler update: The Library Director met with the City's Community Services Director, Finance Director, and the Facilities Director to review the architectural plans and discuss next steps. The boiler is working for the time being.
 - C. Staffing: The library is back to being fully staffed.
 - D. Foster's Digitization project: The Foster's digitization project through 1926 is complete, and we are currently working on getting permission to digitize more years post 1926.
 - E. Library alternates: Cliff Blake is now in place as an alternate Library Trustee, and we hope to have a second alternate in place soon.

NEW BUSINESS

- A. Budget FY24: The Library Director has completed the budget and met with the management team at City Hall to review it. The budget will now begin the approval process.
- B. Library of Things user agreement: The Library Trustees were sent a copy of the Library of Things user agreement to review. Dorothy Wagner made a motion to adopt the Library of Things user agreement as written. Jill Wagner seconded. Unanimously approved.
- C. Festival of Trees: The library created a tree for the Chamber of Commerce's



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Festival of Trees on December 2.

D. Time limit on computers: The time restrictions on the library's internet computers have been removed. This is a part of the library's strategic plan to reduce barriers to access.

E. Tax help: The library will be hosting AARP's annual tax help volunteers beginning the first Tuesday in February. Sessions will be held on Tuesdays, Thursdays, and Saturdays from 9am to noon.

F. Staff development day: The library was closed on Friday, December 2 for our annual staff development day.

G. Music CDs: The library will be discontinuing its music CD collection due to low circulation numbers. We hope to have a Friends of the Library music sale to sell the discarded CDs near the end of the month.

UPCOMING PROGRAMS

January: The Library will be closed on Dec. 31 through Jan. 2ⁿ and January 16th for Civil Rights Day

January: Virtual Cookbook Club: Snowy Cabin Cookbook by Marnie Hanel

January 3, 9, 10, 17, 23, 24, & 31: Dungeons & Dragons

January 3: Genealogy Group 6:30pm to 8:30pm

January 4: Adult Chapter Book Club 11am to 12am

January 4, 12 & 18: Knitting Group, 9:30am to 11:30am and 12th 6pm to 8pm

January 5: Cover 2 Cover Book Group (10am)

January 4: Saving Energy and Money Heating and Cooling Your Home 6:30pm to 7:30pm

January 9, 16, 23 & 30: Stem Storytime—at 10am and 11am

January 9: Mindfulness for Teens: 5:30 to 6:15pm

January 10, 17, 24 & 31: Family Place Workshops

January 10: Friends of the Library meeting 6:30 to 7:30pm

January 11, 18 & 25: Family Storytime 10am to 10:45am

January 11: Matter of Fact: Non-Fiction Book Club, 10am

January 11: Teen Advisory Board, 6pm

January 11: Decoding the Mysteries of Cats 6:30pm

January 12, 19 and 26: Arts and Crafts Storytime 10am to 10:45am

January 12: Reading Rainbow—Queer Book Club 6:30-7:30pm

January 13, 20 & 27: Sensory Storytime 10am to 10:45am

January 13, 20 & 27: Shake Your Rattle and Roll, Baby!

January 14: Bullet Journaling 2pm to 3:30pm

January 18: Caregiver Café 10:30am

January 18: Family Game Night 6pm

January 19: Crafternoon for Kids: Stained Glass Mitten Sun Catcher 3:30pm

January 19: Zine Making Workshop 5pm-6:30pm



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January 23: Bullet Journaling for Teens 3:30 to 4:30pm
January 23: Monday Afternoon & Evening Book
January 25: A Walk in their Shoes—Dementia simulation
January 25: Get Lit Book Club, 6:30pm @ Garrison City Beerworks
January 26: Cocheco River Writers 6:30 to 8:30
January 28: How to Be an Animal Adventurer 11am to noon
January 28: Lego Club 2pm

6. ITEMS OF CONCERN: None to report.

8. ADJOURNMENT: The meeting was adjourned at 4:47pm on a motion made by Dorothy Wagner and seconded by Susan Story Galt. Unanimously approved.

NEXT MEETING DATE: THURSDAY, FEBRUARY 2, 2022 @ 4:00PM (NON-PUBLIC FORUM MEETING)