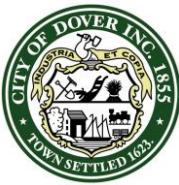


CITY OF DOVER

LIBRARY BOARD OF TRUSTEES---MINUTES

Meeting Type: Regular Meeting
Meeting Location: Dover Public Library, 73 Locust St., Dover, NH 03820
Meeting Date: **Thursday, October 6, 2023**
Meeting Time: **4:00pm**

1. **Call to Order**--The September meeting was called to order at 4:05pm by Michael Egan. Also attending were Dorothy Wagner, Ann Schultz, Deborah Thibodeaux, Jill Martin, Denise LaFrance, and Patty Falconer. Pius Murray and Cliff Blake were excused absences.
2. **Minutes---June 1, 2023** Minutes of the September meeting were approved on a motion made by Ann Schultz and seconded by Jill Martin. Unanimously approved.
3. **Public Forum— non-public forum month (every other month)**
4. **Report of the Library Director (September)** -- The Report of the Library Director was approved on a motion made by Dorothy Wagner and seconded by Jill Martin. Unanimously approved.
5. **Correspondence---** None to report.
6. **Old Business**
 - A. Flat roof update: Skyline Roofing found and repaired fifteen holes on the flat roof. After heavy rains the roof leaked again and facilities and grounds found a tear near the drain and repaired it. The roof is no longer under warranty.
 - B. Architect, boiler and sprinkler update: The boiler is out to bid. The pre-bid meeting is Friday, October 6 at 10:00 am. The sprinkler design has been finalized by the architect and facilities and will be out to bid soon.
 - C. Retirements and staff changes: Crystal Lisbon is the new children's librarian as of September 18. Patty Falconer is the new deputy library director as of September 25. Mai Openo, library page, will work her last day on October 6. Interviews are in processes to fill the position.
 - D. Graffiti: person was charged with criminal mischief for graffiti on the book drops done in July. The storywalk at Henry Law Park was recently tagged with graffiti.
7. **New Business**
 - A. Friends of the Library Annual Meeting: The annual meeting will take place on Tuesday, October 10 at 6:30. A slate of officers and board members will be voted in.
 - B. Friends of the Library Book Sale: Book sale will take place on October 27, 28, 29 and 30.



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- 8. ITEMS OF CONCERN:** Because there are several new staff members and Trustees, Jill Martin suggests there be a time for all to meet. Denise LaFrance suggests having Trustees come to lunch at Staff Development Day on December 8. Dorothy Wagner suggests having a joint Trustees and Friends of the Library meeting. Ann Schultz suggests making a staff roster for the Trustees and Friends.

Michael acknowledges the many years of dedicated service of Trustee Susan Story Galt who has recently stepped down from the Board.

- 9. Adjournment:** The meeting was adjourned at 4:35pm on a motion made by Jill Martin and seconded by Ann Schultz. Unanimously approved.

Next Meeting date: Thursday, November 2, 2023 @ 4:00pm