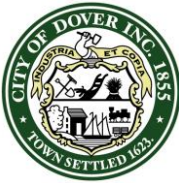


CITY OF DOVER

LIBRARY BOARD OF TRUSTEES---MINUTES

Meeting Type: Regular Meeting
Meeting Location: Dover Public Library, 73 Locust St., Dover, NH 03820
Meeting Date: **Thursday, November 2, 2023**
Meeting Time: **4:00pm**

1. **Call to Order**--The November meeting was called to order at 4:01pm by Michael Egan. Also attending were Dorothy Wagner, Ann Schultz, Deborah Thibodeaux, Jill Martin, Cliff Blake, Denise LaFrance, and Patty Falconer. Pius Murray unexcused absence.
2. **Minutes---October 5, 2023** Minutes of the October meeting were approved on a motion made by Dorothy Wagner and seconded by Cliff Blake. Unanimously approved.
3. **Public Forum— no members of the public were present**
4. **Report of the Library Director (November)** -- The Report of the Library Director was approved on a motion made by Ann Schultz and seconded by Jill Martin. Unanimously approved.
5. **Correspondence---** None to report.
6. **Old Business**
 - A. Flat roof update: At this point, it appears that the flat roof has been repaired correctly. After several rainy days, the roof has not leaked since last repaired.
 - B. Architect, boiler and sprinkler update: Received two bids on the boiler and their references are being contacted. Sprinkler bid will go out after a hazardous materials report is completed.
 - C. Graffiti: There have been no recent problems with graffiti. Locking the electrical outlet by the parking lot entrance has seemed to help.
 - D. Friends of the Library Annual Meeting: The annual meeting was held on October 10. A new slate of officers was elected.
 - E. Friends of the Library Book Sale: The book sale was held from October 27-29. The unofficial total sales is \$4600 with a large portion paid through Square.
7. **New Business**
 - A. Construction Manager: Seven companies responded to the Request for Qualifications. Four of those companies were interviewed and two of those were asked to submit their fee proposal. Bonnette, Page & Stone from Laconia, NH was chosen. Needs to be approved by city council at the December meeting.
 - B. Clothing Library: Student working on her Masters degree in Degrowth will be running a test pilot of a clothing library from December 3 to January 22. A fashion show on Friday, December 1 featuring librarian models will kick-off the program.
 - C. Library Page Position: Julia Peck is our new page and will begin training in a few weeks.



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- D. Policy Update-Library Card Registration: Cliff Blake requests that CATA be removed from the list of schools since they no longer exist. Michael Egan makes a motion to accept the changes and Cliff Blake seconds. Unanimously approved. Cliff Blake makes a motion to accept the policy and Dorothy Wagner seconds. Unanimously approved.
- 8. ITEMS OF CONCERN:** Denise LaFrance invites the Trustees to lunch at Staff Development Day on Friday, December 8. Cliff Blake announces a meeting on November 8 at the Woodman Museum sponsored by the Dover Arts Commission. The purpose is to coordinate stakeholder efforts to promote Dover art events.
- 9. Adjournment:** The meeting was adjourned at 4:41pm on a motion made by Dorothy Wagner and seconded by Ann Schultz. Unanimously approved.

Next Meeting date: Thursday, December 7, 2023 @ 4:00pm