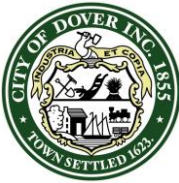


CITY OF DOVER

LIBRARY BOARD OF TRUSTEES---MINUTES

Meeting Type: Regular Meeting
Meeting Location: Dover Public Library, 73 Locust St., Dover, NH 03820
Meeting Date: **Thursday, February 1, 2024**
Meeting Time: **4:00pm**

1. **Call to Order**--The January meeting was called to order at 4:03 pm by Michael Egan. Also attending were Dorothy Wagner, Jill Martin, Cliff Blake, Denise LaFrance, Jean Finnerty, Linnea Nemeth, and Patty Falconer. Ann Schultz was an unexcused absence.
2. **Minutes---** Minutes of the January 4, 2024 meeting were approved on a motion made by Dorothy Wagner and seconded by Cliff Blake. Unanimously approved.
3. **Non-Public Forum Month**
4. **Report of the Library Director (January) --** The Report of the Library Director was approved on a motion made by Jill Martin and seconded by Jean Finnerty. Unanimously approved.
5. **Correspondence---**no correspondence
6. **Old Business**
 - A. Construction Manager Update: Are trying to have a resolution ready for the February 14th Council meeting.
 - B. Architect, boiler and sprinkler update: Will extend contract with Alliance to replace the boiler. Waiting for warmer weather to do the work.
 - C. FY25 Budget & Budget Information Session: Will present the budget to City Council on February 21. Information session at the library on March 11 for public to ask questions about the budget.
 - D. Place of Assembly License: Inspection found there were some issues with lighting. Electrician is working to find the problem.
7. **New Business**
 - A. Friends of the Library-Spring Book Sale: Spring Book Sale will be held on May 3-5.
 - B. PLA (Public Library Association): Library Director will attend the PLA annual conference in Columbus, OH on April 3-5.
 - C. Strategic Plan: Progress check was done on the 2022-2027 Strategic Plan. Many items have been accomplished. Staff working on several others.
 - D. Initiatives from Staff Development Day: 68 Hours of Hunger will deliver food bags weekly that will be available in the Children's Room for anyone who needs them. A Care Closet with free personal care items for the public will be available in the Reference Room. Initially being funded by the Friends of the Library. Donations will be accepted. The Library will sponsor an Earth Fair on April 13. Several groups from the community have been invited to participate.



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8. **ITEMS OF CONCERN:** The Library Director reports that tax help has begun for the season. Will be available on Tuesdays, Thursdays, and Saturdays, 9:00-12:00 with an appointment. Some walk-ins will be accepted. Library newsletters will include a survey question beginning in February. Asks Trustees for ideas for future questions.
9. **Adjournment:** The meeting was adjourned at 4:30 pm on a motion made by Dorothy Wagner and seconded by Cliff Blake. Unanimously approved.

Next Meeting date: Thursday, March 7, 2024 @ 4:00pm