



CITY OF DOVER

LIBRARY BOARD OF TRUSTEES---AGENDA

Meeting Type: Regular
Meeting Location: Dover Public Library, 73 Locust St., Dover, NH 03820
Meeting Date: **Thursday, May 2, 2024**
Meeting Time: **4:00pm**

1. **CALL TO ORDER**--The May meeting was called to order at 4:03 pm by Michael Egan. Also attending were Ann Schultz, Beth Evans, Dorothy Wagner, Jill Martin, Cliff Blake, Denise LaFrance, and Jean Finnerty. Linnea Nemeth, and Patty Falconer were excused absences.
2. **MINUTES**--Minutes of the March (April meeting cancelled due to snow) meeting were approved on a motion made by Cliff Blake and seconded by Jill Martin. Unanimously approved.
3. **PUBLIC FORUM** --- no comments
4. **REPORT OF THE LIBRARY DIRECTOR (APRIL)** -- The Report of the Library Director was approved on a motion made by Ann Schultz and seconded by Dorothy Wagner. Unanimously approved.
5. **CORRESPONDENCE**—None to report.
6. **OLD BUSINESS**
 - A. Architect, boiler & estimating update: The boiler replacement is moving forward but will take approximately another 2 weeks to complete. Our architectural firm, SMP, has hired estimators to look at our renovation plans and provide cost estimations. Work with our architect has resumed and the goal is to have the plans completed by September.
 - B. FY25 Budget & Budget Information Session: The FY25 budget was approved by the City Council in April. The Library held a budget information session in March which allowed the public to ask questions about the Library Budget.
 - C. Place of Assembly License: The Library has addressed all concerns and we have been issued a Place of Assembly License.
 - D. Strategic Plans: The Library is moving forward with our strategic plans and are making progress towards our goals.
7. **NEW BUSINESS**
 - A. Relocation: Library staff are actively looking at possible locations for the Library to move to during our renovation project.
 - B. Community connections: Library staff have been actively talking to other community organizations to partner with during our renovation project. The plan is to host our programming out in the community as we will not have the programming space on site.
 - C. Mini-splits: The Library is relying on our mini-splits for heat during our boiler



CITY OF DOVER

LIBRARY BOARD OF TRUSTEES---AGENDA

Meeting Type: Regular
Meeting Location: Dover Public Library, 73 Locust St., Dover, NH 03820
Meeting Date: **Thursday, May 2, 2024**
Meeting Time: **4:00pm**

replacement project. The third floor units have developed a leak and were fixed with a temporary measure. The second floor units also encountered problems and have been repaired.

- D. Library job openings: The Library had 2 positions open up due to resignations. New hires are in place and we have also hired a seasonal Library Page for our busy summer months.
- E. Eclipse: The Library handed out over 2,000 eclipse glasses in the weeks leading up to the event and the day of the eclipse we fielded 100s of phone calls from desperate people looking for glasses. Post-event, the library collected used eclipse glasses that were still in good condition to send to Ambassadors Without Borders.
- F. Public Library Association Conference: The Library Director attended the Public Library Association meeting in Columbus, Ohio at the beginning of April and reported on sessions and takeaways.

8. ITEMS OF CONCERN:

- 9. Adjournment--** The meeting was adjourned at 4:45 pm on a motion made by Dorothy Wagner and seconded by Cliff Blake. Unanimously approved.

NEXT MEETING DATE: JUNE 6, 2024