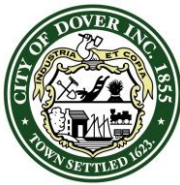


CITY OF DOVER

LIBRARY BOARD OF TRUSTEES---AGENDA

Meeting Type: Regular
Meeting Location: Dover Public Library, 73 Locust St., Dover, NH 03820
Meeting Date: **Thursday, June 6, 2024**
Meeting Time: **4:00pm**

1. **CALL TO ORDER**--The June meeting was called to order at 4:03 pm by Michael Egan. Also attending were Beth Evans, 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 May meeting were approved on a motion made by Dorothy Wagner and seconded by Jill Martin. Unanimously approved.
3. **NON PUBLIC FORUM --- (EVERY OTHER MONTH)**
4. **REPORT OF THE LIBRARY DIRECTOR (MAY)** -- The Report of the Library Director was approved on a motion made by Cliff Blake and seconded by Dorothy Wagner. Unanimously approved.
5. **CORRESPONDENCE**—None to report.
6. **OLD BUSINESS**
 - A. Architect & boiler: Jason LaCombe from SMP Architecture will do a Renovation Revealed presentation for the Trustees and Friends of the Library on Tuesday, June 11. Alliance is working on boiler this week, Siemens will come to connect it when they are done, and hopefully it will be started at the end of the month.
 - B. Relocation: Still in the process of finding a temporary spot for relocation during the renovation. All suggestions for locations have been explored by the City Business Development office. Several more locations were suggested by the Trustees.
 - C. Mini-splits & air conditioning: Air conditioning was not working because the sensor in the boiler area had been disconnected. Siemens fixed the issue. The leak in the Lecture Hall ceiling has been determined to be caused by cracked drip pans. They will be replaced or repaired.
7. **NEW BUSINESS**
 - A. Employee Survey: A few responses to questions from a recent city-wide survey were concerning. In comparison to other city departments, library employees responses regarding drug and alcohol use, violence, and harassment in the building were less favorable. After a discussion with Library Department Heads, it was determined that this was a result of working in a public building. Possible solutions to this issue were suggested. The library scored high on staff morale, communication, and collaboration. There were also lower scores on possibility of career advancement and demonstration of employee appreciation.



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- B. Friends Book Sale Recap: The sales from the May book sale were ten percent more than the previous sale. The process was streamlined by being more discerning with book selection. Using Square as a payment method accounted for 35 percent of the sales.
8. **ITEMS OF CONCERN:** Denise LaFrance reported that a new Zoom product was purchased to replace the software used for virtual programs which was faulty. This will allow hybrid programs to resume. Also, working with an antiquarian bookseller to go through extra copies of historical books. Books not needed for the DPL collection are being offered to the Woodman Institute for their collection. Friends of the Library will contract with the bookseller for items that are not needed.
9. **Adjournment--** The meeting was adjourned at 4:40 pm on a motion made by Dorothy Wagner and seconded by Jean Finnerty. Unanimously approved.

NEXT MEETING DATE: THURSDAY, SEPTEMBER 5, 2024