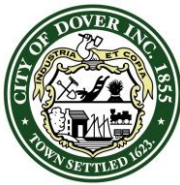


CITY OF DOVER

LIBRARY BOARD OF TRUSTEES---MINUTES

Meeting Type: Regular
Meeting Location: McConnell Center, 61 Locust St., Dover, NH 03820
Meeting Date: **Thursday, October 2, 2025**
Meeting Time: **4:00pm**

1. **CALL TO ORDER**--The October meeting was called to order at 4:03 pm by Michael Egan. Also attending were Dorothy Wagner, Jill Martin, Cliff Blake, Denise LaFrance, Counselor Hackett, Ann Schultz and Beth Evans. Jean Finnerty, and Patty Falconer were excused absences.
2. **MINUTES**—Minutes of the September meeting were approved on a motion made by Jill Martin and seconded by Dorothy Wagner. Unanimously approved.
3. **NON PUBLIC FORUM --- (EVERY OTHER MONTH)**
4. **REPORT OF THE LIBRARY DIRECTOR (SEPTEMBER) --** 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. Renovation Updates: The insulating panels have been installed on the addition and brickwork will be added beginning next week. Spray foam insulation has been applied to the inside of the walls. Electrical and plumbing inspections must once again be excavated to put down the sewage pipe, fiber and electrical conduits. When the piping is complete the concrete walkways and light poles can be completed.
 - B. Friends of the Library Fundraising: The Friends are continuing to fundraise for Library furniture.
 - C. Shelving: The shelving quote was approved by City Council and by the Trustees of the Trust. Tucker Interiors will now order the shelving.
 - D. Moving Plans: A RFP for Library book movers has been issued and 5 companies attended the mandatory pre-bid meeting.
7. **NEW BUSINESS**
 - A. HB 273: crafting new policy: A discussion was had about how to handle HB 273 which will take effect on Jan. 1, 2026.
 - B. Updating policies: meeting rooms. Library staff is reviewing policies that will need to be amended with the renovation of our building.
 - C. Art Work in renovated Library: The wall of the new elevator will be 10' x 19'. This large wall is a great opportunity to work with the Arts Commission to bring some local art into the building.



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- D. Staff development day: The Library will be closed on December 12th for staff development day. The day will be used for training and relocation plans.
- E. Apple Harvest Day: The Library space will be closed on October 4th but will be at our Apple Harvest booth. At the booth staff signs community members up for cards, advertises our services, and encourages our patrons to show us their Library cards to be entered to win raffles.

8. ITEMS OF CONCERN: None.

9. Adjournment-- The meeting was adjourned at 4:58 pm on a motion made by Dorothy Wagner and seconded by Ann Schultz. Unanimously approved.

NEXT MEETING DATE: THURSDAY, NOVEMBER 6, 2025