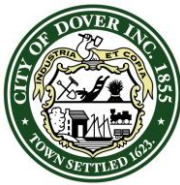


CITY OF DOVER

LIBRARY BOARD OF TRUSTEES---MINUTES

Meeting Type: Regular
Meeting Location: McConnell Center, 61 Locust St., Dover, NH 03820
Meeting Date: **Thursday, November 6, 2025**
Meeting Time: **4:00pm**

1. **CALL TO ORDER**--The November meeting was called to order at 4:03 pm by Michael Egan. Also attending were Dorothy Wagner, Jill Martin, Cliff Blake (remote), Denise LaFrance, Councilor Deb Hackett, Ann Schultz, and Patty Falconer. Beth Evans was an excused absence. Jean Finnerty was an unexcused absence.
2. **MINUTES**—Minutes of the October meeting were approved on a motion made by Dorothy Wagner and seconded by Jill Martin. Unanimously approved.
3. **PUBLIC FORUM --- (EVERY OTHER MONTH) –** No comments.
4. **REPORT OF THE LIBRARY DIRECTOR (OCTOBER) --** 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. **Renovation Updates:** All the outside groundwork should be completed by the end of the week. Windows have been installed in the new part of the building. Windows for the original building will arrive after Thanksgiving. Outside of addition is complete except for the top portion above the brick. Sheetrock is being installed. Attic has been insulated. Basement brick walls have been sandblasted. Book drops in driveway will move to door of the new entrance.
 - B. **Friends of the Library Fundraising:** The Friends will receive a percentage of the proceeds from the Revo Casino in Dover for a ten-day period in December. Evan Hennessey, chef and owner of Stages restaurant in Dover, will star in a Chopped event on January 21. All proceeds will benefit the Friends.
 - C. **Shelving and Furniture:** Shelving has been ordered from Tucker Interiors. The Library received a donation of furniture from Liberty Mutual which will be stored in a donated space until needed.
 - D. **Moving Plans:** A bid of approximately \$31,000, the lowest bid, has been accepted from National Library Relocations, Inc. This company also moved the library to the temporary location in the McConnell Center. Bids are being gathered from local movers to move other items from storage areas.



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7. NEW BUSINESS

- A. HB 273: crafting new policy: Working on a new confidentiality policy to incorporate HB 273 which will take effect on Jan. 1, 2026. It should be ready to be voted on at the December meeting.
- B. Updating policies: meeting rooms: The Meeting Room policy was unanimously approved on a motion made by Ann Schultz and seconded by Jill Martin. The new Fee Schedule for copying and printing was unanimously approved on a motion made by Dorothy Wagner and seconded by Cliff Blake.
- C. Art Work in renovated Library: The wall of the new elevator will be 10' x 20'. An RFP will be sent out to local artists for ideas to incorporate several quotes about libraries into a piece of art for that wall.
- 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.

8. ITEMS OF CONCERN: None.

- 9. Adjournment--** The meeting was adjourned at 5:07 pm on a motion made by Dorothy Wagner and seconded by Ann Schultz. Unanimously approved.

NEXT MEETING DATE: THURSDAY, DECEMBER 4, 2025