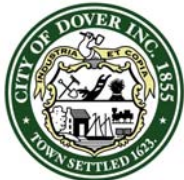


CITY OF DOVER

## LIBRARY BOARD OF TRUSTEES---MINUTES

Meeting Type: Regular Meeting  
Meeting Location: Dover Public Library, 73 Locust St., Dover, NH 03820  
Meeting Date: **Thursday, September 4, 2008**  
Meeting Time: **4:00pm**

1. **CALL TO ORDER** – The meeting was called to order by chair person Susan Galt at 4 pm. Attending were Carol Boc, Michael Egan, Ann Schultz, Sandra Erdmann, Asst. Library Director, and Library Director Cathleen Beaudoin.
2. **MINUTES ---JUNE 5, 2008** – The minutes of the June meeting were accepted unanimously on a motion made by Carol Boc and seconded by Ann Schultz.
3. **REPORT OF THE LIBRARY DIRECTOR (JUNE, JULY & AUGUST)** – The report of the Library Director for the months of June, July, and August were accepted unanimously on a motion made by Carol Boc and seconded by Michael Egan.
4. **CORRESPONDENCE**—A newsletter and workshop information was received from the NH Library Trustees' Association. The State Attorney General's office also sent notice of an upcoming workshop for Trustees who handle Library Trust Funds.
5. **OLD BUSINESS**
  - A. **Audio recording of meetings** – This is the first time for recording the Trustees' meetings, an outcome of an ordinance passed by the City Council in June.
  - B. **Building repairs**—An AED was installed in the building this summer; roof flashing was repaired, AC problems in the Children's Room were addressed, walkway flooding problem was fixed and a sink leak repaired.
  - C. **Meeting Room Policy---revisions**—Revisions to the original policy voted on by the Trustees last June have since been made to include a fee structure. The Trustees approved the revised policy on a motion made by Ann Schultz and seconded by Carol Boc.
  - D. **Summer Reading Programs**—576 students enrolled in the Childrens and Young Adult reading programs this summer.
  - E. **Labeling magazines** – Since the Trustees adopted a policy against labeling in 2005 when students wanted to place anti-smoking stickers on library magazines, Mrs. Beaudoin reiterated the library's stand when approached this year about labeling for under age drinking. The library's policy correlates with the ALA's Bill of Rights about labeling being a form of censorship.
6. **NEW BUSINESS**
  - A. **Carpet donations and bid specification development** –A local contribution for \$10,000 and a \$5,000 commitment from the Friends means that the Library should be able to go ahead this fall and update the carpeting in three stairway areas and a couple of public areas. Bid specs developed by Hogan Flooring estimate \$83,421 for all carpeting to be replaced.



CITY OF DOVER

## LIBRARY BOARD OF TRUSTEES---MINUTES

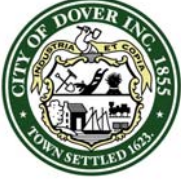
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- B. **EPDM roof repair project**—Some small roof repair work needs to be done above the windows in the addition where the woodwork is warping from leaks. Bidders are coming in to view the project on Monday Sept. 8.
- C. **Oral History project**—Several community groups are collaborating on a project in which Dover Senior citizens will be interviewed about growing up in Dover. The Library is an official partner and may act as the archivist to hold tapes from the project.
- D. **Weeding, moving and shifting of collections**—Library staff were assigned various sections of nonfiction to weed, which will make enough room at the end of the 600s to move the entire audio book collection to the back of the first floor nonfiction stacks. Also, fiction was weeded enough to be able to shift the last fiction row behind biography to the addition, making it possible to shift all the genres to give more room to mysteries. Physical help is needed to complete all these moves.
- E. **Friends' programs and meetings---time & date changes**—The Friends will meet at 1 pm on the second Wednesday of each month instead of 5:30 pm. The Friends' programs will now take place on the third Tuesday of each month instead of the third Wednesday.
- F. **Capital Improvements Program 2010—2015**—Mrs. Beaudoin has prepared the CIP request for Fiscal 2010-2015, in which she asked for funds to repair Air Conditioning, replace carpeting, repair the roof, upgrade the automation system and the annual requests for book purchases.

### 7. UPCOMING PROGRAMS

Mon., Sept. 1: Library closed for Labor Day  
Sat., Sept. 6: full-day (9-5) Saturdays resume  
Sun., Sept. 7: Sunday afternoon hours (1-5pm) resume  
Sept. 6, 13, 20, 27: free Saturday matinee film showings, 2pm  
(*Hannah Montana; Her Best Move; Speed Racer; Forbidden Kingdom*)  
Sept. 9-11: Turning the Page (Gates) Conference in South Portland, Me.  
Wed., Sept. 10: Friends meeting, 1pm  
Mon. Sept. 15: Story Time registration for Session I  
Tues., Sept. 16: Friends program, *The Digeridoo*, Joseph Carringer, 7pm

- 8. **ITEMS OF CONCERN** – Mrs. Beaudoin mentioned that there was some controversy around citizens thinking that the library passes to the Children's Museum of NH purchased by the Friends should enable free admission to the Museum. In fact while the passes are free to library patrons, the rules of the passes are governed by the Museum which states that the admission is a reduced price.



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9. **ADJOURNMENT**—The meeting was adjourned at 5 pm on a motion made by Ann Schultz and seconded by Carol Boc.

**10. NEXT MEETING DATE**

**THURSDAY, OCTOBER 2, 2008 @ 4:00PM**

**RESPECTFULLY SUBMITTED,  
SANDRA ERDMANN**