

MINUTES of the meeting of **THE BOARD OF TRUSTEES** of the **DOVER PUBLIC LIBRARY**
May 4, 2006

Attending: Chairperson Susan Story Galt, Carol Boc, Arthur DuBois, Arthur Corte, Assistant Library Director Sandra Erdmann and Library Director Cathleen Beaudoin. Michael Egan was unable to attend.

Chairperson Susan Galt called the May meeting of the Board of Trustees of the Dover Public Library to order at 1:00pm on the 4th. The minutes of the April meeting were accepted unanimously on a motion made by Mr. DuBois and seconded by Mr. Corte. Mrs. Beaudoin read the Report of the Library Director for the month of April. The Report was accepted unanimously on a motion made by Mrs Boc and seconded by Mr. DuBois.

Correspondence:

The N.H. Library Trustees Association sent an announcement of a dues increase for the coming year.

Old Business:

Technology – Ms. Erdmann announced that she has been able to hotlink a “tag” in the cataloging records of our items so that one could connect to an Internet address right from our book or AV record. This feature opens up the possibility of connecting patrons to historical images and or other digitized library documents when doing other searches in the catalog. Ms. Erdmann has prepared a new staff handout for PC troubleshooting that all staff should be able to follow. Along with finalizing a draft of a new 5-year technology plan for the library, funds were encumbered this month to purchase a server during the next year to replace the HIP server that has an end of life in November 2006.

McConnell Center construction/renovations—Workers are in the process of drilling through the library’s basement floor to bring in all new direct utility cabling that used to come over from the McConnell Center. Mrs. Beaudoin commented that since the sewer and drainage lines were replaced out in front of the library, the new landscaping in that area (to the side of the front of the building) is a nice improvement.

FY’07 budget—The library’s budget is amongst the last of the presentations to the City Council and will take place at the Council meeting on May 17th. A public hearing on the budget will be held on May 24th.

Library Board re-appointment—Board member Arthur Corte has been reappointed to the Board of Trustees for another five years.

New Business:

April 15 Flood—Due to an overflowing toilet from the third floor of the building several stacks of books in the nonfiction 300 area were water damaged and had to be removed from the shelves. Insurance will pay for replacing the books, cleaning the carpet and repainting that area of the ceiling. Damages were estimated at about \$1400.

Downloadable audio ebooks—Since the NH State Library has contracted with “OverDrive” to provide downloadable audios for people with MP3 players, they are inviting libraries around the state to become members of the program for \$1,000 a year. We will take part in the program to provide our patrons with this value-added service.

Dover Senior Center members—Library staff met with representatives from the Senior Center to explain how we can collaborate with them when they move in to the adjacent McConnell Center. Ideas presented were daytime programs on a variety of topics, book discussions & readings, specialized readers’ advisory services, and basic instruction in Internet use. In addition, staff announced that the library will offer a free library card to anyone who is a member of the Center regardless of what community the person lives in. This represents a savings of \$71 per year for a non resident who becomes a Senior Center member.

Out-of-state genealogical requests—The library has a \$5 fee for anyone who requests obituary information from the Reference Dept. The fee gives the person 10 photocopies after the research. One out-of-state resident has requested so much obituary research that Mrs. Beaudoin found it necessary to

stop using staff time to answer her requests which to date have reached more than 70. She informed the person in a letter, and had a subsequent phone call discussion with the person also. At this point the requestor is being encouraged to come to the library and do her research.

NHSL Annual Report—The 25-page report of statistics about our library's collection, staffing, circulation, and programming is due May 22. Mrs. Beaudoin has the report nearly completed. It will require the signature of the Chairperson of the Trustees before it is sent in.

Upcoming programs:

Through May 7: Friends of the Library Spring Booksale

Tues., May 9: Seacoast Jazz Society lecture---"Where did Jazz Come From?", 7:30pm

Sat., May 13: "Saturday Matinee", 2pm (*Aeon Flux*)

Weds., May 10: Friends of the Library meeting, 1:30pm

Tues., May 16: Anime movie, 3:30pm (*Real Bout High School: Netherworld Battle*)

Weds., May 17 : Friends' program: Sheila Bolsover---"Kiwi-Limey Pie", 7pm

Sun., May 21: Library Book Club---*The Hazards of Sleeping Alone* by Elise Juska, 3:30pm

Sun., May 21: last Sunday opening of the season

Tues., May 23: Evening of Poetry, 6:30pm

Mon., May 29: closed for Memorial Day observance

Art exhibit: Ed Eagan watercolors

Items of Concern – None

Adjournment -- The meeting was adjourned at 1:50 pm on a motion made by Mr. Corte and seconded by Mrs. Boc.

Next meeting date: Thursday, June 1, 2006 @ 1 PM

For the Board,

Sandra Erdmann
Assistant Library Director