



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, March 1, 2007**
Meeting Time: **1:00pm**

1. CALL TO ORDER

Chairperson Susan Galt called the March meeting to order at 1:00 pm. Attending were Carol Boc, Michael Egan, Assistant Library Director Sandra Erdmann and Library Director Cathleen Beaudoin. Arthur Corte and Ann Schultz were absent.

2. MINUTES ---FEBRUARY 1, 2007

The February minutes were accepted on a motion made by Carol Boc and seconded by Michael Egan.

3. REPORT OF THE LIBRARY DIRECTOR (FEBRUARY)

Mrs. Beaudoin read the Report of the Library Director for the month of February. The report was accepted on a motion made by Carol Boc and seconded by Michael Egan.

4. CORRESPONDENCE

The NHLTA newsletter was received.

5. OLD BUSINESS

- A. **Technology**—Ms. Erdmann dealt with a variety of problems in the library's automation software including some acquisitions procedures and a missing Community Resources database. The new Daylight Savings Time change also precipitated some changes to many of the library's PCs. The schedule for installing and setting up the new Horizon Information Portal server calls for an April 3rd install date. Public access to our online catalog will be unavailable for much of the day.
- B. **Building Repairs**— The vanity and cabinet in the public men's room have been replaced, with the next step to redo the same in the ladies' room. The heating problem faced in the children's room and the addition for the past month or two was finally solved when it was discovered that it was actually a thermostat problem. Because those thermostats are old they were reading wrong and needed to be set much higher in order to bring the heat up to a fairly comfortable level. So although the thermostats are now set at between 75 and 80, that much heat is not actually being called for. Instead the rooms are able to get up to a 68-69 degree temperature, instead of blowing cold air. Bidders for the city's window replacement project came around to look examine what is needed to replace the library's windows in order to submit their bids to the City.
- C. **FY2008 Library Budget**—According to the City Manager the initial proposed City Budget figures are up 12% due to major increases in the city's costs for retirement and health. He will meet with Department heads very soon to discuss budget cuts.



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D. Parking lot and book drops—The new book drops arrived in mid-February and were installed on the 21st. One was paid for through insurance and the second one with a donation from the Friends of the Library. Signs delineating which is the drop for Adult books and which for Children's will be placed on the drops when the weather gets warmer. Parking lot problems have been few so far, although there are sporadic complaints by library patrons.

6. NEW BUSINESS

A. Patron behavior problems— Mrs. Beaudoin noted that there has been an increase in incidents with patrons who treat the library as their home and who violate the rules of conduct. Two men have been banned from the library in the past month in separate incidents. She also stated that the volunteers who annually offer free Tax Assistance in the library have noticed an escalation of disagreeable attitudes on the part of the visitors asking for assistance this year.

7. UPCOMING PROGRAMS

March 3, 10, 17, 24, & 31: Free Saturday movie showings, Lecture Hall, 2pm
Mon., Mar. 5: NHHHC "Journeys to the Edge" book discussion 7pm (*The Rope Eater*)
Wed. Mar. 7: Film night 6pm (*US vs John Lennon*)
Wed. Mar. 7 & 21: Great Stone Face Reviewers Club meetings, 3:45pm
Mon. Mar. 12: 5th Annual Student Poetry contest begins
Wed., Mar. 14: Friends of the Library meeting, 1:30pm
Wed., Mar. 14: DHS Student Artists' Reception, 3:30-5:30pm
Sun. Mar. 18: Library Book Club: *The Music Lesson* by Katherine Weber, 3:30pm
Tues. Mar. 20: *Music for Little Ones*, Marcus Gale, 10:30am
Wed. Mar. 21: Friends program: Jeff Snow, *Celtic Music* 7pm
Thu. Mar 29: "Dover Reads" final celebration, Dover Middle School, 6:30-8pm
Art exhibit: Dover High School Student Art

8. ITEMS OF CONCERN – NONE

9. ADJOURNMENT – THE MEETING WAS ADJOURNED AT 2:00PM ON A MOTION MADE BY CAROL BOC AND SECONDED BY MICHAEL EGAN.

10. NEXT MEETING DATE – APRIL 5, 2007 @ 1:00 PM

FOR THE BOARD,

SANDRA ERDMANN