

**MINUTES** of the meeting of **THE BOARD OF TRUSTEES** of the **DOVER PUBLIC LIBRARY**  
March 3, 2005

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

Chairperson Susan Galt called the March meeting of the Board of Trustees of the Dover Public Library to order at 1:05pm on the 3rd. The minutes of the February meeting were accepted unanimously on a motion by Mrs. Boc and seconded by Mr. Egan. The Report of the Library Director for the month of February was accepted unanimously on a motion by Mr. DuBois and seconded by Mrs. Boc.

**Correspondence: None**

**Old Business:**

*Technology* --- Ms. Erdmann reported that the newly formed N.E. “users of Dynix” group will hold an SQL program at the Merrimack Valley Library Consortium in Andover MA on April 20. She will attend the program which will be geared toward system administrators. She also reported that thumb drives have been enabled on two of the public pcs for patrons who may want to use these drives in the library. Ms. Erdmann met this month with Matt Wentworth from the City’s IT Department to discuss the setting up of an email server for the library’s circulation system. This would allow patrons to receive overdue and reserve notices via email. The goal is to have this service up and running within the next six months.

*Building maintenance ( painting)*—The crew from the Strafford County Prison finished the painting of the walls on the top floor outside the meeting rooms, the rear of the elevator, the walls coming down the stairs from the third floor, as well as the downstairs hallway, all while the library was open. On February 21, when the library closed for the Presidents’ Day holiday the crew finished painting the area around the Adult circulation desk. Mrs. Beaudoin said new paint job makes the building look cleaner and brighter.

*Carnegie Building 100<sup>th</sup> Anniversary celebration*—The celebration is scheduled for July 21<sup>st</sup> when the library closes at 5:30. Shirts for the library staff to wear during that week are on order. Mrs. Beaudoin showed the newly designed 100<sup>th</sup> anniversary logo that will be printed on 60 book bags that the Friends of the Library are ordering to sell. She also said a contest will be held with the correct quiz answers going into a drawing for a book bag with a beach towel in it. Six of these will be awarded as prizes.

*FY’06 Budget*— Mrs. Beaudoin met with the Acting City Manager and the Finance Director to go over the library’s budget, explaining to them why certain items were needed. The budget will now be subject to the Manager’s and Council’s directives.

**New Business:**

“Baby Listeners” new lapsit program—The Children’s Room is planning a trial story time program for children from birth to 24 months old. Parents will attend with their children, and sign up each month for the one program that month. “Baby Listeners” will be held on the first Tuesdays of the months of April, May and June, and is limited to 20 participants each session.

*ALA policy endorsements: board updates*—Policies of the American Library Association were reviewed at their meeting in Boston this winter, resulting in some revisions and some new policies. Mrs. Beaudoin will bring these policies up one month at a time for the Board to review and endorse at upcoming meetings.

*Annual staff meeting March 24*—The whole staff will come together in their annual meeting on March 24 from 5:30-7. The meeting is partly social and partly business.

**Upcoming special programs:**

Tues., March 1:	Seacoast Jazz Society lecture: <i>The Great American Songbook</i> by Paul Verrette, 7:30pm
Weds., March 2:	Great Stone Face Book Reviewers Club, 5 <sup>th</sup> & 6 <sup>th</sup> graders, 2:45pm
Weds., March 2:	Foreign Film Series “Ali Zaoua”, 6:30pm
Sun., March 6:	Granny Torelli Makes Soup discussion group, Julie Tiebout, 2pm
Weds., March 9:	Craft Club for 3 <sup>rd</sup> & 4 <sup>th</sup> graders, Children’s Room, 3:45pm
Tues., March 15:	YA anime film: <i>Fruit Basket: episodes 5-8</i> , 3pm
Weds., March 16:	Friends program---“Dover: Gateway to England” with Sheila Bolsover, 7pm
Sun., March 20:	Bookclub discussion: <i>Easter Island</i> by Jennifer Vanderbes, 3:30pm
Weds., March 23:	Craft Club for 1 <sup>st</sup> & 2 <sup>nd</sup> graders, Children’s Room, 3:45pm
Thu., March 24:	Granny Torelli Italian buffet, DHS Gourmet’s Table, 11am-1pm
Thu., March 31:	Dover Reads Final Celebration, DMS, 6:30pm

**Items of Concern** – Mrs. Beaudoin described patrons who have recently become behavioral problems in the library

**Adjournment** – The meeting was adjourned at 1:45 after a motion was made by Mr. DuBois and seconded by Mrs. Boc

**Next meeting date: Thursday, April 7, 2005 @ 1 PM**

For the Board,

Sandra Erdmann,  
Assistant Director