

MINUTES of the meeting of **THE BOARD OF TRUSTEES** of the **DOVER PUBLIC LIBRARY**
December 1, 2005

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

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

Correspondence: None

Old Business:

Technology – Ms. Erdmann presented some highlights from the national CODI (Customers of Dynix Inc) conference she attended in Minneapolis. As a result of what she learned from the conference the library will be putting in place an “item due prenotifier” in January. This program essentially consists of emailing patrons ahead of time to let them know they will have books due on an upcoming date. Ms. Erdmann also explained that the library would be adding a new feature in the public catalog which allows patrons to see if a book is part of a series and if so, what the other titles in the series are as well as the order. Ms. Erdmann pointed out that most of what was learned from the conference was about Horizon 8.0 to which the library will need to upgrade in Fiscal '08. Toward that end a new technology plan will be put in place in the next few months, detailing goals and timetables for purchasing hardware, replacing servers, and doing interim upgrades.

Booksale—Mrs. Beaudoin announced that book sale proceeds were at an all record high, and that due to the overwhelming amount of material and labor involved, the library will move to a twice yearly book sale. The first “new” book sale may take place in April.

Rotary Bear naming contest—The Children’s Room staff announced that the new name for the “Ursa Major” bear is “Blue Beary”.

ALA Policy Adoption: “Labels and Rating Systems”—Although this policy was passed out to the Board at their last meeting, upon review it was discovered that the policy actually had been reviewed and adopted by the Board in June of this year.

New Business:

Trustees’ terms—expiration dates—Mrs. Beaudoin alerted all members of their term expiration dates as follows: Arthur Corte 5/8/06, Arthur DuBois 10/23/06, Michael Egan 12/31/06, Carol Boc 2/5/08, and Susan Story Galt 12/31/09.

Friends of the Library public hearing and 501©(3) requirements—Mrs. Beaudoin reported that she has new information about fund raising laws and requirements. Any organization raising more than \$5,000 must file as a 501C organization and the Friends are in the process with a lawyer of becoming a 501C. Furthermore, any gifts up to \$5,000 given to the library by this group requires a public hearing, and any gift over \$5,000 requires a newspaper notice.

ALA Policy Review—All policies have now been presented to the Board for review and adoption. Any new policies that come up will be brought before the Board in a timely manner.

Library Christmas Party, Thursday, December 15, 5pm—All Trustees are invited to attend.

Upcoming programs:

Wed., Dec. 7: Foreign Film Night, 6:30pm (Le Grand Voyage)
Sat., Dec. 10: “Saturday Matinee”, 2pm (Year Without a Santa Claus)
Mon., Dec. 12 : Friends’ program: David Watters—Encyclopedia of New England 7pm
Tues., Dec. 13: Anime movie showing, 3pm (Angelic Layers)
Wed., Dec. 14: Craft Club for 3rd & 4th graders, 3:45pm
Wed., Dec. 21: Craft Club for 1st & 2nd graders, 3:45pm
Wed., Dec. 21: “After School Wednesdays” movie, 3:30pm (Polar Express)
Art exhibit: Nautical Photography by Jim Primmer
Holiday Closings: December 24-26; December 31—January 2

Items of Concern—The Friends of the Library wish to make a donation to the Library in memorial to Bob Marston, a long time member of the Friends and also former Trustee, who died during the past week. As a result one suggestion is to re-name the Historical Room in his memory to the Robert E. Marston Historical Room and have the Friends provide a name plate for the room. On a motion made by Mr. DuBois and seconded by Mr. Corte, the Trustees unanimously agreed to support this idea.

Adjournment—The meeting was adjourned at 1:40 on a motion made by Mr. Corte and seconded by Mrs. Boc.

Next meeting date: Thursday, January 5, 2006 @ 1 PM

For the Board,

Sandra Erdmann,
Assistant Director