



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 6, 2008**
Meeting Time: **4:00pm**

1. CALL TO ORDER

Chairperson Susan Galt called the March meeting to order at 4:00 pm. Attending were Carol Boc, Arthur Corte, Michael Egan, Assistant Library Director Sandra Erdmann and Library Director Cathleen Beaudoin. Ann Schultz was absent.

2. MINUTES ---FEBRUARY 7, 2008

The February minutes were accepted on a motion made by Michael Egan and seconded by Arthur Corte.

3. REPORT OF THE LIBRARY DIRECTOR (FEBRUARY)

Mrs. Beaudoin read the Library Director's report for the month of February. The report was accepted on a motion made by Carol Boc and seconded by Arthur Corte.

4. CORRESPONDENCE

None

5. OLD BUSINESS

- A. Window/skylight replacement** — A bid "conference" took place on February 21st for vendors to view all the skylights in the addition that need repair. Bid deadline is March 6, when the bid will be awarded. A preliminary estimate for repairing all the skylights at the same time was \$11,229. Funds will have to come out of the current Library's operating budget.
- B. Roof repair** – The work promised in November by A&M Roofing has not been done yet.
- C. Building security** – A new simple security system that was to be installed by Burns Security for \$1200 is on hold because the City Attorney and vendor are in disagreement over the terms of the contract.
- D. FY'09 Budget** – Although Mrs. Beaudoin has not received any personnel figures yet, she has prepared a preliminary library budget which includes \$50,000 for new carpeting that has to be listed because it was a request in the CIP. This figure brings the budget up 12.1%. Taking out the \$50,000 brings the budget down to about a 5% increase. With some additional major changes she has the increase down to 1.8%. All department heads were asked to advise their custodians that the City may outsource custodial work along with the School Department. Mrs. Beaudoin has alerted the Library's custodian to this fact.
- E. Continuous Book Sale** – The Friends of the Library "continuous book sale" that began on January 24th has taken in \$1265 in proceeds during its five and a half weeks in operation. This bodes well for eliminating the spring book sale that was started a couple



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of years ago. The spring book sale brought in about \$2500, so the continuous book sale should bring in about the same amount annually with less work.

6. NEW BUSINESS

- A. SEE Science Center museum passes** – The Friends of the Library have purchased 3 family passes to this Manchester museum for the Library's children's room. The museum has a huge lego display of the Manchester Mills as well as dinosaur displays and activity areas.
- B. Dover Historical Records lawsuit--** The 3 volumes of City of Dover records dating from 1641-1807 that were slated to be auctioned off at a Dallas auction house arrived in Dover on Feb. 29th following a temporary order granted by the court awarding custody to the City. The person who owns the records has retained a Portsmouth attorney who got the issue bumped up to Federal Court. The Dover City Attorney hopes to bring the matter back to Superior Court. The whole matter may take some time to resolve.
- C. PLA Conference** – Mrs. Beaudoin and Ms. Erdmann will be attending the Public Library Association conference in Minneapolis for 3 days at the end of March. The biennial National Conference is the premier event for public libraries, drawing librarians, library support staff, trustees, Friends, and library vendors from across the country and around the world.
- D. AED installation**— The Dover Fire Department received a grant to put Automatic External Defibrillators in all city buildings. Library staff will be trained along with other city employees in using the life-saving device.

7. UPCOMING PROGRAMS

- Sat. March 8, 15, 22, & 29: free matinee film showings, 2pm
(, *Into the Wild*, *Beowulf*, *Enchanted*, *Bee Movie*)
- Mon. March 3: Meet the Author---Mary Amato (*Riot Brothers*), 7pm
- Mon. March 3: StoryTimes registration for session IV, 9am & 6pm
- Wed. March 5: film showing, 6pm--- *Death at a Funeral*
- Sun. March 16: Bookclub--- *An Imperfect Lens* by Anne Roiphe, 3:30pm
- Wed. March 19: Friends program: *W. B. Yeats: Poet of Soul, Body, and Self* with David Richmond, 7pm
- Sun. March 23: closed for Easter Sunday
- March 24—29: Make-It, Take It craft "Leo the Lion" in Children's Room
- Thurs. March 27: *Dover Reads* Final Celebration, DMS cafeteria, 6:30pm
- Art exhibit: Student Art month---displays by DHS and STA students



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ITEMS OF CONCERN – TRUSTEE CAROL BOC'S TERM EXPIRES IN MARCH. SHE HAS NOTIFIED THE CITY THAT SHE WOULD LIKE TO BE RE-APPOINTED FOR ANOTHER TERM.

- 8. ADJOURNMENT – THE MEETING WAS ADJOURNED AT 4:55 PM ON A MOTION MADE BY ARTHUR CORTE AND SECONDED BY CAROL BOC.**
- 9. NEXT MEETING DATE – THURSDAY, APRIL 3, 2008 @ 4:00 PM**

FOR THE BOARD,

SANDRA ERDMANN