

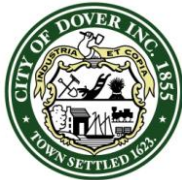


CITY OF DOVER

LIBRARY BOARD OF TRUSTEES---MINUTES

Meeting Type: Regular Meeting
Meeting Location: Dover Public Library, 73 Locust St., Dover, NH 03820
Meeting Date: **Thursday, December 4, 2008**
Meeting Time: **4:00pm**

1. **CALL TO ORDER----** The meeting was called to order by chair person Susan Story Galt at 4 pm. Attending were Carol Boc, Arthur Corte, Michael Egan, Ann Schultz, Asst. Library Director Sandra Erdmann, and Library Director Cathleen Beaudoin.
2. **MINUTES ---NOVEMBER 6, 2008--** Minutes of the November meeting were approved on a motion made by Carol Boc and seconded by Ann Schultz.
3. **REPORT OF THE LIBRARY DIRECTOR (NOVEMBER)--** The report of the Library Director for November was approved on motion made by Carol Boc and seconded by Arthur Corte.
4. **CORRESPONDENCE -- NONE**
5. **OLD BUSINESS**
 - A. Building repairs & boiler replacement – After 14 days with no heat a patch was made to the boiler so that temporary heat could be given to the building while waiting for a boiler replacement. The replacement job was awarded to Johnson Control for \$25,000. Boiler parts began arriving Nov. 23 and installment of the new boiler was to begin on Dec. 1st. There would be no heat while the boiler was being replaced.
 - B. Carpet replacement—On Nov. 4th Hogan Flooring of Dover was awarded the project of area carpet replacements with their bid of \$9,084. The funds will be used from the \$10,000 gift of resident Edward Bleiler. Replacement will take place in December.
 - C. EPDM roof repair-- The Skyline Roofing job for repairing the roof over the small parapet wall in the addition has not yet begun.
 - D. Book sale – The annual Friends of the Library Book sale ended on November 9, with many more leftovers than in past years. The sale netted about \$6500 which was about even, if not a little lower, than last year's sale.
 - E. City Acceptable Use Policy – The Board voted to participate in using City email for Trustee business, although meeting notices will still be mailed. The vote was unanimous on a motion made by Ann Schultz and seconded by Carol Boc. All members signed the City's Policy.
 - F. Arts Commission proposed rules— There haven't been any updates on the proposed rules.



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G. ICMA/Gates grants-- Following the announcement from the International City Managers' Association recently, publicizing the availability of grants by the Gates Foundation that would use public libraries to focus on community issues, Mrs. Beaudoin has discussed possibilities with library staff and will further investigate with the City Manager.

6. NEW BUSINESS

- A. "Turning the Page" Conference report & invitation – Trustee Ann Schultz reported on the Gates conference in September suggesting ways to advocate for your library. Mrs. Schultz recommended that the Trustees prepare a "parking lot speech" in which the "speaker" utilizes a couple of facts and talking points about how the library is doing.
- B. Findlay Foundation awards – \$25,000 will be granted to a library that has increased its membership the most over the past year ending this November. The award will be made at a luncheon on December 17 in Concord.
- C. Friends of the Library---recent donations -- Most recently the Friends of the Library have given the library funds to purchase new drapes for the Story Hour Room and the Office, and for a digital frame as well as purchased a museum pass for the Canterbury Shaker Village. So far this year they have donated \$14,500 for various items for the library.

7. UPCOMING PROGRAMS

Wed., Dec. 10: Friends of the Library meeting, 1pm
Dec. 6, 13, 20: free Saturday matinee film showings, 2pm
(*Chronicles of Narnia: Prince Caspian; Horton Hears a Who; Space Chimps*)
Wed., Dec. 24: hours are 9-12 Noon on Christmas Eve
Thurs. & Fri., Dec. 25-26: closed for Christmas holiday
Wed., Dec. 31: New Year's Eve hours 9 – 4.

8. ITEMS OF CONCERN -- NONE

9. ADJOURNMENT—THE MEETING WAS ADJOURNED AT 4:45 ON A MOTION MADE BY ANN SCHULTZ AND SECONDED BY ARTHUR CORTE.

10. NEXT MEETING DATE -- THURSDAY, JANUARY 8, 2009 @ 4:00PM (JAN. 1 IS A HOLIDAY)