

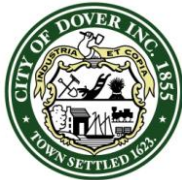


CITY OF DOVER

LIBRARY BOARD OF TRUSTEES---MINUTES

Meeting Type: Regular Meeting
Meeting Location: Dover Public Library, 73 Locust St., Dover, NH 03820
Meeting Date: **Thursday, March 5, 2009**
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 Arthur Corte, Michael Egan, Ann Schultz, Asst. Library Director Sandra Erdmann. Library Director Cathleen Beaudoin and Carol Boc were absent.
2. **MINUTES ---FEBRUARY 5, 2009**-- Minutes of the February meeting were approved on a motion made by Ann Schultz and seconded by Michael Egan.
3. **REPORT OF THE LIBRARY DIRECTOR (FEBRUARY)**-- The report of the Library Director for February was approved on a motion made by Arthur Corte and seconded by Ann Schultz.
4. **CORRESPONDENCE**-- Board members received the NHLTA newsletter.
5. **OLD BUSINESS**
 - A. Building repairs – The cost for repairing the skylight that is still leaking will be included in the City's submission for FEMA money since the damage is deemed to be in the window of time that the ice storm happened. Mrs. Beaudoin contacted a local woodworking business to look over the woodwork repair needed around the windows in the addition. An estimate was given for about \$5600, but the job will have to go out for bids. The sprinkler system developed a small leak but was easily repaired by Hampshire fire. Another leak was discovered in a domestic water pipe and staff found two leaky toilets.
 - B. EPDM roof repair – A resolution was brought up by the City Council to spend \$40,000 to completely repair the EPDM roofing and to take this money out of the sand and gravel fund. The resolution will come up at a public hearing on March 11. If approved, bids will go out this spring to get the roof repaired before the building's carpet is replaced.
 - C. FY'10 Budget request – Mrs. Beaudoin discussed her proposed budget with the City Manager who did not come up with any suggested cuts yet. Mrs. Beaudoin gave him suggestions to bring the budget down to a 2% increase from the 3.5% increase the proposed budget calls for.
 - D. Reference questions counting—During the first week in February library staff counted the number of questions they were asked at the Circulation desk, the Reference desk, and in the Children's Room. Over the 7 days a total of 476 questions were recorded with an estimate of 20% more not recorded. This translates to 29,702 questions per year, a statistic that is requested annually on a report made to the State Library.
 - E. Dover Reads activities—The Dover Reads program kicked off February 19 with "Marley and Me" being the chosen book. The library is a drop off point for an essay contest, and donations of pennies for pets which will be given to the Cochecho Valley Humane Society at the end of the citywide program. The final celebration will be on March 19. In conjunction with this year's program, the



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 5, 2009**
Meeting Time: **4:00pm**

Children's Room is holding two sessions for children to volunteer to read aloud to "Goldie", a Certified Therapy Dog. Done in libraries across the country the "Paws for Reading" program is an effort to increase children's reading confidence.

6. NEW BUSINESS

- A. Review of Policies beginning April 09—Since it's been ten years that the Board has reviewed and approved library policies, the policies will be brought up again for review and re-approval, one at a time, beginning with the April meeting.
- B. Friends membership campaign—A suggestion will be brought up at the next Friends meeting that a new membership campaign be run during National Library Week in April. To encourage new memberships, it is suggested a coupon book containing ten \$1 coupons good for fines owed be given to those who pay the \$10 annual fee to become a member.
- C. Teen Corner—All the books on the mezzanine have been moved to make room for an expanded teen section. Although the new area is ready and "open", the library will celebrate the "new" Teen corner with a grand opening party during National Library Week, April 12-18.
- D. Coupon swap—Quite a few years ago there used to be a "coupon swap" box where the magazine swap is in the lower hallway. In light of current economic conditions, the library has revived the coupon swap by setting up one box in the Browse Room at Adult circulation (right outside the Internet stations), and another box in the Children's Room.

7. UPCOMING PROGRAMS

Mon., March 2: storytime registration, 9am & 6pm
Sat., March 7, 10:30am and Tues., March 17, 6:30pm: "Paws for Reading"
Wed., March 11: Friends of the Library meeting, 1pm
March 7,14,21,28: free Saturday matinee film showings, 2pm
(*Beverly Hills Chihuahua; Secret Life of Bees; Australia; Bolt.*)
Tues., March 17: Friends' program: Middle Eastern Voices, 7pm
March Art Exhibit: Bicycle posters by Zip Zamarchi
Income Tax Help: Tu, Th, Sat 9-12, through April 14

8. ITEMS OF CONCERN--NONE

9. ADJOURNMENT-- THE MEETING WAS ADJOURNED AT 4:30 PM ON A MOTION MADE BY ARTHUR CORTE AND SECONDED BY MICHAEL EGAN

10. NEXT MEETING DATE-- THURSDAY, APRIL 2, 2009 @ 4:00PM

Document Created by: Sandra Erdmann, Asst. Library
Director
Document Posted on:

2009.03.05_LibraryBoardofTrustees.Minutes.doc
Page 2 of 2