



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, October 1, 2009**
Meeting Time: **4:00pm**

1. **CALL TO ORDER**-- The meeting was called to order by Chairperson Carol Boc at 4 pm. Attending were Arthur Corte, Michael Egan, Susan Story Galt, Asst. Library Director Sandra Erdmann and Library Director Cathleen Beaudoin. Ann Schultz was absent.
2. **MINUTES ---SEPTEMBER 3, 2009** -- Minutes of the September meeting were approved on a motion made by Susan Galt and seconded by Michael Egan.
3. **REPORT OF THE LIBRARY DIRECTOR (SEPTEMBER)**-- The report of the Library Director for September was approved on a motion made by Michael Egan and seconded by Arthur Corte.
4. **CORRESPONDENCE**-- None
5. **OLD BUSINESS**
 - A. EPDM roof consultant & repair – The roof repair was completed on September 10. Cost was \$15,400 plus \$6,000 for the roof consultant. The consultant will make the final inspection around October 1st before payment will be made.
 - B. Skylight repair-- Remaining leaks coming from areas around the original hardware were caulked by City workers, but due to the lack of rain since then testing is not complete.
 - C. Carpeting – There has been no word yet on when the carpet will arrive or when the contractor will begin.
 - D. “Collection Development Policy”-- An updated version of the Library's collection development policy was adopted by Board on a motion made by Susan Galt and seconded by Arthur Corte.
 - E. Moose License Plate Conservation Grant Award -- The library has received a grant for \$5,180 to microfilm all the old newspapers that are currently in the attic. Most of these newspapers, which date from the 1800s, are the only existing copies and are in poor shape. The newspapers have now been sent out to be microfilmed which may take a few months.
 - F. Library Staffing changes -- The retirement of Joyce Moody on September 22 as the library's Office Manager left a full time opening that the library filled with two part time staff. Joanne Rano, formerly the morning page, is the new Account Clerk working 15 hours in the office. Nancy Anderson who worked at adult circulation is the new Acquisitions Librarian who will be in the office 22 hours. Due to these promotions, Anne Meyers was hired September 14 to fill the Adult



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Circulation position, and Christin Chenard was hired September 21 to fill the morning page position.

6. NEW BUSINESS

- A. Capital Improvement Program FY'11—'16 – The proposed CIP budget for the library contains nothing to generate much discussion since Self Check Out and the migration of the automation system have already been made in previous proposals.
- B. Book sale – There's a possibility that the October 31st book sale may have to be postponed if the carpet replacement doesn't begin by the middle of October. The decision will be made at the October 14th meeting of the Friends of the Library.

7. UPCOMING PROGRAMS

Sat., Oct. 10, 10:30-12 & Tues., Oct. 20, 6:30-7:30: "Paws for Reading" with Goldie
Saturday matinees, 2pm: 3rd: Monsters vs. Aliens; 10th: Battle for Terra; 17th: The Proposal; 24th: Transformers 2
Mon. Oct. 12: Closed for Columbus Day holiday
Wed., Oct. 14: Friends of the Library meeting, 1pm
Tue., Oct. 20: Friends program: Sheila Bolsover, House of Saxe-Coburg-Gotha, 7pm
Sat., Oct 31: Booksale begins (cardholders only)

8. ITEMS OF CONCERN-- None

- 9. ADJOURNMENT-- The meeting was adjourned at 4:40 pm on a motion made by Arthur Corte and seconded by Michael Egan.

NEXT MEETING DATE: THURSDAY, NOVEMBER 5, 2009 @ 4:00PM