



**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, February 4, 2010**  
Meeting Time: **4:00pm**

1. **CALL TO ORDER** -- The February meeting was called to order by Chairperson Carol Boc at 4 pm. Attending were Arthur Corte, Michael Egan, Susan Story Galt, Ann Schultz, Asst. Library Director Sandra Erdmann and Library Director Cathleen Beaudoin.
2. **MINUTES ---JANUARY 7, 2010** -- Minutes of the January meeting were approved on a motion made by Susan Galt and seconded by Michael Egan.
3. **REPORT OF THE LIBRARY DIRECTOR (JANUARY)** -- The report of the Library Director for January was approved on a motion made by Ann Schultz and seconded by Arthur Corte.
4. **CORRESPONDENCE** -- None
5. **OLD BUSINESS**
  - A. Carpeting – The carpet tiles in the Children's Room were removed and recalibrated through a machine to loosen the weave, in early January. On January 11<sup>th</sup> the carpet installers inspected the job and decided the procedure did not work and they would not proceed until they discussed it with Mohawk. It was their guess that all new tiles would have to be manufactured. If the Children's Room needs to be redone the costs and responsibility for totally moving the Children's collections and furniture will be Mohawk's. The project was on hold for the rest of the month.
  - B. Post-carpeting repairs -- Woodwork replacement/repair will be pursued once the carpeting is totally finished. Purchasing new tops for the circulation desks will also be investigated.
  - C. FY'11 Operating Budget Request – The Library's preliminary budget has been prepared, calling for a 2.3% increase. The budget figures will be scrutinized and adjusted at a meeting with the City Manager on Feb. 18.
  - D. Friends' Tuition/Travel Reimbursement program-- The Friends have voted to institute a scholarship program reimbursing staff up to \$3,000 for taking work-related courses at the rate of \$500 per course. There is a corresponding line item proposal in the budget for \$3,000 in staff development that will be cut as a result of the Friends scholarship.
6. **NEW BUSINESS**
  - A. McAuliffe-Shepard Discovery Center museum pass—This new pass has been bought and paid for by the Friends of the Library. They will discontinue the SEE Museum pass.



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- B. Re-arrangement of media and main floor collections – When the carpeting is completely done, the DVD, books on CD, Music, and Large Print collections will be moved around. Since media makes up one-fourth of the library's circulation and is housed in a very small area, moving the collections around will give easier, and perhaps more prominent, access.

### 7. UPCOMING PROGRAMS

Tues. Feb.2: starting day of AARP Tax Help (Tu-Th-Sa 9-12 through 4/15)  
Wed., Feb. 10: Friends of the Library meeting, 1pm  
Mon. Feb.15: closed for Presidents Day holiday  
Tue., Feb.16: Friends' program: "Cold Water Crossing" David Faxon, 7pm  
Saturday matinees, 2pm: 6th: This Is It; 13<sup>th</sup>: Time Traveler's Wife; 20th: Shorts; 27<sup>th</sup>: Cirque du Freak

8. **ITEMS OF CONCERN** – Susan Galt's reappointment to the Board has not yet been confirmed, but is expected to happen within the next week.
9. **ADJOURNMENT** -- The meeting was adjourned at 4:40 pm on a motion made by Susan Galt and seconded by Arthur Corte.

**NEXT MEETING DATE: THURSDAY, MARCH 4, 2010 @ 4:00PM**

**FOR THE BOARD,**

**SANDRA ERDMANN**