



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, May 6, 2010**
Meeting Time: **4:00pm**

1. **CALL TO ORDER** -- The May meeting was called to order at 4 pm by Chairperson Carol Boc. Attending were Arthur Corte, Susan Story Galt, Ann Schultz, Asst. Library Director Sandra Erdmann and Library Director Cathleen Beaudoin. Michael Egan was absent.
2. **MINUTES ---APRIL 1, 2010** -- Minutes of the April meeting were approved on a motion made by Arthur Corte and seconded by Ann Schultz.
3. **REPORT OF THE LIBRARY DIRECTOR (APRIL)**-- The report of the Library Director for April was approved on a motion made by Ann Schultz and seconded by Arthur Corte.
4. **CORRESPONDENCE** -- Board members received a notice from the NHLTA of a seminar on Trust Fund administration being held on May 26.
5. **OLD BUSINESS**
 - A. Security Cameras -- Five security cameras will be purchased with funds from the book budget and put in place in the next couple of months. There will be one at each door entrance, one at each circ desk and one in the downstairs hallway.
 - B. Main Floor---moving collections -- With the help of Facilities & Grounds staff the major move of DVDs, music, books on CDs and Large print materials was done in a little over 2 days.
 - C. FY'11 Budget & schedule – Mrs. Beaudoin presented the library's budget proposal to the City Council. Copies of her presentation notes are available. After two more Departmental presentations and a public hearing, the Council is gearing up toward possible adoption of a budget on June 2.
 - D. NH Public Library Annual Report – The Annual Report of facts and statistics relating to all library operations for FY '09 was sent to the State on April 19.
 - E. 8th Student Poetry Contest – The finale for the poetry contest will take place on Tuesday night May 11, when all who entered the contest may read their poetry. Winners were announced a week ago, and chosen from 315 entries.
 - F. Friends' new membership brochure – A high-gloss, colorfully styled brochure designed to recruit new members for the Friends is now available to the public.
6. **NEW BUSINESS**
 - A. Library hours and movie schedule –Due to the City's financial problems already being experienced in this fiscal year, the library was required to begin summer



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, May 6, 2010**
Meeting Time: **4:00pm**

Saturday hours a month earlier than normal. Since the Saturday hours are now 9-1, the free Saturday matinees have become morning shows at 10:30 am.

- B. Children's Museum "RIVERS" curriculum -- A copy of the curriculum on NH Rivers designed by the Children's Museum, with some historical input by the library, was formally presented to the library by the Museum staff and will be kept in the Reference collection. The curriculum is also online.
- C. Library Disaster Plan – Mrs. Beaudoin is working on updating the library's very old emergency response plan with a newly formed and written disaster plan.
- 7. UPCOMING PROGRAMS**
Sat. May 1 & Tues. May 18: "Paws for Reading" with Goldie
Mon. May 3: "Money Matters: Record Keeping", UNH CoopExt., 6pm
Tue. May 11: Evening of Poetry, 6:30pm
Wed. May 12: Friends of the Library meeting, 1pm
Tue. May 18: Friends' program: "Two Old Friends: Mac & Hutch" 7pm
Saturday movies, 10:30am 1st: Avatar; 8th: Imaginarium of Dr. Parnassus; 15th: Flicks 2;
22nd: Leap Year
Mon. May 31: closed for Memorial Day holiday
May Art Exhibit: Cori Caputo & friends---watercolors & oils
- 8. ITEMS OF CONCERN --** In light of the recent discovery of hundreds of non-library bookmarks having been placed in much of the library's collection of books, an updated version of the Library's bulletin board policy was passed on a motion made by Ann Schultz and seconded by Arthur Corte. The Policy is now referred to as the "Bulletin Board & Literature Distribution Policy". A second item of concern was a positive comment on the use of the Library's Facebook page.
- 9. ADJOURNMENT--** The meeting was adjourned at 4:45pm on a motion made by Susan Galt and seconded by Arthur Corte.

NEXT MEETING DATE: THURSDAY, JUNE 3, 2010 @ 4:00PM