



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, June 3, 2010**
Meeting Time: **4:00pm**

1. **CALL TO ORDER--** The June meeting was called to order at 4 pm by Chairperson Carol Boc. Attending were Arthur Corte, Michael Egan, Susan Story Galt, Ann Schultz, Asst. Library Director Sandra Erdmann and Library Director Cathleen Beaudoin.
2. **MINUTES ---MAY 6, 2010 --** Minutes of the May meeting were approved on a motion made by Arthur Corte and seconded by Ann Schultz.
3. **REPORT OF THE LIBRARY DIRECTOR (MAY)--** The report of the Library Director for May was approved on a motion made by Ann Schultz and seconded by Susan Galt.
4. **CORRESPONDENCE--** The N.H. Library Trustees Association sent a request for award nominations.
5. **OLD BUSINESS**
 - A. Security Cameras -- The five security cameras were installed this month. There is one at each door entrance, one at each circ desk and one in the downstairs hallway. The film can be observed from a computer in the computer room and from the Director's computer in her office.
 - B. FY'11 Budget & schedule -- Mrs. Beaudoin has asked the City Council for \$30,000 to restore all part time hours that were to be cut in the FY'11 budget as well as to keep Saturday afternoon open hours from September through May.
 - C. Bookmarks – Up to mid-May about 4,000 non-library bookmarks that were placed in library books have been removed by staff and volunteers. An email was sent to the possible distributor followed by a mailing of a copy of the policy to a local address. So far there has been no response/reply.
 - D. Roof repairs— Steve Burns, the roof consultant, along with personnel from Skyline Roofing tested the roof leaks by watering it with hoses on a dry day. The cause is most likely the wall flashing that is connected to the skylights; the roof repairs that took place last year are okay. The next step to fixing the problem is procuring an estimate.
6. **NEW BUSINESS**
 - A. Summer Reading programs—The Children's and Teen summer reading programs will begin July 6. Children's theme is "Make a Splash – Read". The teen program will be designed to donate food to the local food banks instead of prizes.



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- B. Custodial services-- The City Manager is seeking bids for contracting out custodial services for all City Departments.
- C. NHSL Databases reduced—Due to State budget cuts, the State Library will drop some of the free databases it offers NH libraries. So far, the Dover Library has picked up the cost of the Ancestry database and may have to look into paying for more of the popular databases.
- D. [HTTP://LIBRARY.DOVER.NH.GOV](http://library.dover.nh.gov) -- Although the old web address of [WWW.DOVER.LIB.NH.US](http://www.dover.lib.nh.us) will still work for some time to come all library materials are being changed over to include use of this new web address.
- E. Borrowers' cards—A new batch of library cards has been purchased that will give a patron both a full card and a keychain card.
- F. “Beyond Dewey” cataloging/labeling – A new concept is evolving in libraries that is basically geared toward merchandising books like a store: instead of using the Dewey Decimal system it means keeping like themes together such as travel, animals, poetry without the use of Dewey numbers.

7. UPCOMING PROGRAMS

Wed. June 9: Friends of the Library meeting, 1pm
June 7-12 Friends' Cookbook Book Sale
June Art Exhibit: Acrylics by Shenanne Tucker

8. ITEMS OF CONCERN -- None

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

NEXT MEETING DATE: THURSDAY, SEPTEMBER 2, 2010 @ 4:00PM