



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, December 2, 2010**
Meeting Time: **4:00pm**

1. **CALL TO ORDER** -- The December 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 ---NOVEMBER 4, 2010** -- Minutes of the November meeting were approved on a motion made by Ann Schultz and seconded by Arthur Corte.
3. **REPORT OF THE LIBRARY DIRECTOR (NOVEMBER)** -- The report of the Library Director for November was approved on a motion made by Susan Galt and seconded by Arthur Corte.
4. **CORRESPONDENCE** -- None
5. **OLD BUSINESS**
 - A. Print Management system – Ms. Erdmann reported that the central self service print station is up and running after 8 weeks of programming the newly installed system. Patrons took to the system easily, taking the onus of printing away from circulation staff duties -- a major plus. Although monies received may be a little less because patrons will pay for only what they want vs. having had to pay for everything they printed previously, the cost savings of toner and wasted paper is of tremendous value.
 - B. Building repairs: roof, boiler, sewer—Now that workers have played with the flashing and caulking there is less water leaking through the roof, although in a few new spots. The new boiler installed a year ago failed inspection by the City Plumbing Inspector because of minor code violations which have since been rectified by Johnson Controls. However one major issue is left to be addressed: to come up to code the chimney must have a steel liner which costs about \$40,000. Horrible sewer smells in the downstairs hallway and the office are now totally gone since investigation by Community Services led to a new procedure being carried out by the custodian of pouring a little vegetable oil and water into the drains on a weekly basis.
 - C. Book sale -- The Friends book sale netted around \$5800, a few hundred dollars more than last year's sale.
6. **NEW BUSINESS**
 - A. Memorial Donations – Donations were way up this month to around \$2000 for memorials.



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B. Granite bench "Friends of NJM" – A beautiful new granite bench has been installed on the front lawn of the library as a memorial in honor of a person the family wished to keep anonymous. The bench will be formally accepted by the City Council at its next meeting.

C. Food for Fines – For the annual City employee & departmental food drive this year, the library is offering a waiver of .50 in fines for each item donated to the drive.

7. UPCOMING PROGRAMS

Fri, Dec. 3 Festival of Trees, city Hall, 6-8pm "(Hogwarts Holiday" by DPL)
Mon, Dec. 6 Friends of the Library "Holiday Cheer" 12-8:30pm
Thu, Dec. 16 Staff Christmas Party 5:30pm (after closing)
Dec. 4, 11, 18: movies @ 2pm (Sorcerer's Apprentice; Disney's A Christmas Carol; Eat, Pray, Love)
Dec. 24-25 and Dec. 31, Jan. 1: Library closed for Christmas & New Year's holidays

8. ITEMS OF CONCERN -- None

9. **ADJOURNMENT** -- The meeting was adjourned at 4:30pm on a motion made by Arthur Corte and seconded by Ann Schultz.

NEXT MEETING DATE: THURSDAY, JANUARY 6, 2011 @ 4:00PM