



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 3, 2011**
Meeting Time: **4:00pm**

1. **CALL TO ORDER** -- The February meeting was called to order at 4 pm by Chairperson Carol Boc. Attending were Arthur Corte, Michael Egan, Ann Schultz, Asst. Library Director Sandra Erdmann and Library Director Cathleen Beaudoin. Susan Story Galt was absent.
2. **Minutes ---January 6, 2011** -- Minutes of the January meeting were approved on a motion made by Ann Schultz and seconded by Arthur Corte.
3. **REPORT OF THE LIBRARY DIRECTOR (JANUARY)**-- The report of the Library Director for January was approved on a motion made by Michael Egan and seconded by Ann Schultz.
4. **CORRESPONDENCE** -- NONE
5. **OLD BUSINESS**
 - A. Building repairs: roof, boiler, skylights – A drain in the floor of the handicapped bathroom was fixed after a backup closed the room for a day. Two more skylights shattered from the run off of ice and snow from the library's roof. Two different skylights shattered last winter, necessitating the replacement of all. After this year's mishap, the City & Library will be looking at alternatives to keeping skylights.
 - B. Friends' Tuition Reimbursement program –The Friends reimbursed staff member Nancy Anderson \$674 for the University of Maine course she took on Library Readers' Advisory. Nancy was the first recipient of some of the \$3,000 the Friends are putting aside yearly for tuition reimbursement.
 - C. Library FY'12 budget –Because of a whole new automated Finance system being put in place there are still no personnel figures to be added to the budget, so the library's budget request is not ready.
 - D. Drop-in children's storytimes (Wed. Jan. 12...) – Due to the winter storms only one out of 4 Wednesday sessions have been held so far.
 - E. AARP Tax Assistance (Feb. 1—Apr. 15) & Tax forms – The tax assistance is being given on Tuesday, Thursday and Saturday mornings once again this year. New this year: appointments can be made ahead by dialing 211.
6. **NEW BUSINESS**
 - A. Richard Lord Trust notification – Notification has been received that the Library is a recipient of monies from the Trust of Richard Lord to be used for building improvements. No details have been provided yet.



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- B. Teen Center visitors—Escalating disruptive behavior on the part of some teens who use the YA area after school led to a meeting with the Teen Center supervisor from the McConnell Center to address the issue. He has instituted a "pass" system whereby a student who wants to spend time in the library gets permission to leave the Teen Center and come to the library. The disruptions were creating a hostile environment for other users.
- C. Hiring Morning Library Page—Jocelin Gillies, an avid library patron, was hired to replace Casey Watson as the morning page. Over 80 applications were received since the opening was posted on Jan. 19.
- D. Donation envelopes with tax bills – The City sent donation envelopes to tax payers with this year's tax bill for anyone who wanted to send money for use by any City Department or program they designated. So far the Library has received a little more than \$1500 in donations.
- E. Online Newstand – A new front end application on our website now connects directly to magazine covers where patrons can then choose the articles to be read or choose to read the whole magazine. This brings special attention to a service we've already provided patrons through EbscoHost.
- F. eBooks in demand – Since Christmas there has been a major demand for advice on how to download audio and ebooks by those who now have Nooks, Kindles, etc. Because of the high demand for ebook titles from the Overdrive website, 1900 of the 2,000 titles have been checked out. The State is putting \$10,000 into the program to purchase more titles.
- G. Authors @ Night @ DPL—This is a new series being offered by the Library in an effort to expand programming beyond what the Friends are able to offer. So far two authors have appeared and two more are scheduled.
- H. Dancing w/the Dover Stars participation—Mrs. Beaudoin will be one of the City's "stars" dancing on March 12 to raise money for the Senior Center.

7. UPCOMING PROGRAMS

Tue, Feb 1 & 22: Green movies (DEAC): *Tapped* and *Gasland*
Tue., Feb. 8: "ChickLit & Postfeminism" Stephanie Harzewski, 7pm
Wed., Feb. 9: Friends' meeting 1pm
Tue., Feb. 15: Friends program "Overboard" Michael Tougias, 7pm
Mon., Feb. 21: Presidents' Day holiday---library closed
Tue, Feb. 22: Seacoast Science Ctr: Indoor Tide Pooling, 10:30am



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Feb.5,12,19,26: movies @ 2pm (Social Network, Despicable Me; Sam Steele & the Jr. Detective Agency; Secretariat)

- 8. ITEMS OF CONCERN --** A suggestion was made that the Trustees give some formal appreciation to the Friends for all the efforts they make to enhance library programming and budget considerations. Chairperson Carol Boc made a motion that the Trustees recognize the Friends by submitting a formal thank you letter to the Friends for their valuable contributions to the Library. The motion was seconded by Michael Egan.

The skylight situation was a concern brought up by Michael Egan who spoke in favor of trying to find some alternative to boarding or roofing the area in order to keep the natural light. He suggested looking into some kind of cover that might be put in place when needed.

Adjournment -- The meeting was adjourned at 5:00 pm on a motion made by Ann Schultz and seconded by Arthur Corte.

NEXT MEETING DATE: THURSDAY, MARCH 3, 2011 @ 4:00PM

AMENDED ON THURSDAY MARCH 3 ON A MOTION MADE BY ANN SCHULTZ AND SECONDED BY SUSAN GALT: UNDER ITEMS OF CONCERN TO READ CHAIRPERSON CAROL BOC.