

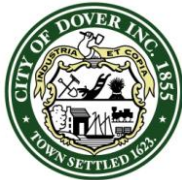


CITY OF DOVER

LIBRARY BOARD OF TRUSTEES---MINUTES

Meeting Type: Regular Meeting
Meeting Location: Dover Public Library, 73 Locust St., Dover, NH 03820
Meeting Date: **Thursday, February 2, 2012**
Meeting Time: **4:00pm**

1. **CALL TO ORDER**--The February meeting was called to order at 4:07pm by Chairperson Carol Boc. Attending were Susan Story Galt, Ann Schultz, Library Director Cathleen Beaudoin, and Reference Librarian Denise LaFrance.
2. **MINUTES ---JANUARY 5, 2012**-- Minutes of the February meeting were approved on a motion made by Ann Schultz and seconded by Susan Story Galt.
3. **REPORT OF THE LIBRARY DIRECTOR (JANUARY)**-- The Report of the Library Director for January was approved on a motion made by Susan Story Galt and seconded by Ann Schultz.
4. **CORRESPONDENCE**—No new correspondence.
5. **OLD BUSINESS**
 - A. Building issues—A meeting was held to decide on the winning bid for replacement of the skylights with a roof and knee wall windows. Tom Clark and Jim Maxfield, from Inspection Services, looked over the two lowest bids and the second lowest bid was chosen. The work will be done in late winter or early spring for under \$25,000. Any money left over from the project will be used to repair interior water damage from the leaking skylights.
The library will need to line our chimney to conform to current codes and regulations that we must meet due to the installation of a new boiler.
 - B. Library Board of Trustees appointee—The Appointment Committee is scheduled to meet Feb. 2. There are 4 candidates being considered.
 - C. Richard W. Lord Revocable Trust bequest—The Library Director has received more paperwork relating to the Richard W. Lord Revocable Trust and this has been forwarded to the City Attorney.
 - D. FY'13 Budget—The Library Director has not received personnel figures in order to complete the entire budget, but has submitted the completed portion.
6. **NEW BUSINESS**
 - A. Policy---Petitions & Solicitation—The Library Director has created a policy for the library regarding “Petitions & Solicitations”. The issue arose because a citizen phoned wanting to canvas in the library for petition signatures to add a third party candidate to the NH ballot. The Library Director refused inside access citing that it was against policy, but offering outside use. The citizen was unhappy about this decision and it was suggested that she contact the City Attorney. The City Attorney sent the Library Director a letter clarifying the city policy, and suggesting the library could regulate based on library users’ rights to solitary endeavors and their right to not be disturbed. The Library Director provided the Library Trustees with copies of the policy to review and discuss for the next meeting.



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- B. PLA & Computers in Libraries conferences (March)—The Library Director will attend the Public Library Association conference in Philadelphia in March, and Peggy Thrasher, Systems and Technology Librarian, will attend the Computers in Libraries conference in Washington, DC.
- C. Teen Center youths—Lots of library staff time has been spent monitoring behavior and fielding patron complaints due to the Teen Center kids that visit the library. The Teen Center has imposed some new policies designed to combat these problems. The new policies include Teen Center staff accompanying Teen Center kids to the library, lanyards identifying Teen Center staff and kids, and Teen Center staff patrolling the outside the McConnell campus. If the library experiences further problems with Teen Center kids, we will contact the Police Department and, if the youths are identified as being part of the Teen Center program, they will be banned from The Teen Center.
- D. CY2011 Statistics—The Library Director compiles yearly statistics which are used to fill out multiple regional and national surveys. The statistics have shown a marked increase in downloads of ebooks and audiobooks from our Overdrive consortium. In 2008 we had 1,952 downloads which made each transaction's cost \$.51 per circulation, and in 2011 we had 6,451 downloads with each transaction costing just \$.31.

7. UPCOMING PROGRAMS

- Feb. 2: Tax help begins (Tu, Th, & Sat through April 14, 9a-12p)
- Feb. 4: Paws for Reading w/Goldie, Children's Rm., 10:30am
- Feb. 8: Friends of the Library meeting, 1pm
- Feb.6-11 & Feb. 27-Mar. 3: Children's Crafts all week
- Feb. 20: closed for Presidents' Day holiday
- Feb. 21: Story time registration for Session IV
- Feb. 21: Friends program: Canal Boat Holiday in England—Wen Houle, 7pm
- Feb. 28: Children's program "Team Magic" 10:30am
- Feb. 4,11,18,25: Sat. matinees, 2pm (Moneyball; The Help; Dragon Hunters; Puss in Boots)
- Beginning Feb. 15th two library volunteers will be transporting and checking out books at Langdon Place for the Library's new lending service.

8. ITEMS OF CONCERN—There were no items of concern.

9. ADJOURNMENT-- The meeting was adjourned at 4:50 on a motion made by Susan Story Galt and seconded by Ann Schultz.

NEXT MEETING DATE: THURSDAY, MARCH 1, 2012 @ 4:00PM