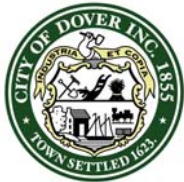


CITY OF DOVER

LIBRARY BOARD OF TRUSTEES---MINUTES

Meeting Type: Regular Meeting
Meeting Location: Dover Public Library, 73 Locust St., Dover, NH 03820
Meeting Date: **Thursday, March 8, 2012**
Meeting Time: **4:00pm**

1. **CALL TO ORDER--** The March meeting was called to order at 4:01pm by Michael Egan standing in for Chairperson Carol Boc who was unable to attend. Attending were Susan Story Galt, Ann Schultz, Library Director Cathleen Beaudoin, and Reference Librarian Denise LaFrance.
2. **MINUTES ---FEBRUARY 2, 2012--** Minutes of the February meeting were approved on a motion made by Susan Story Galt and seconded by Ann Schultz.
3. **REPORT OF THE LIBRARY DIRECTOR (FEBRUARY)--** The Report of the Library Director for February was approved on a motion made by Ann Schultz and seconded by Susan Story Galt.
4. **CORRESPONDENCE--**
 - A. An invitation to the NH Library Trustees Association Annual Meeting in Bedford was received by all.
 - B. The library received the first check from the Richard Lord Trust in the amount of \$10,000.
 - C. The Trustees received a package from the Boston College Weston Observatory in regards to a program they have to install seismographs in libraries. The library is responsible for the cost of the seismograph. The Dover Public Library is not interested in the program.
4. **OLD BUSINESS**
 - A. 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. A Merrie Sweepe Chimney Service will help with information needed to write a bid specification. Skovic Construction will visit the library to do some final measurements for the skylight replacement project. We do not have a project start date. The outside of the library was vandalized with paint balls, and our custodian removed the paint with a special cleaning agent. Our boiler was serviced this week because the boiler was unusually loud. Some settings were adjusted.
 - B. Library Board of Trustees appointee—The Appointment Committee is developing a letter to send to prospective appointees to explain the delays and to ascertain that they are still interested in the vacancies.
 - C. Policy---Petitions & Solicitation—The Library Director crafted a policy for “Petitions & Solicitations” under the advisement of the City Attorney. Susan Story Galt made a motion to accept the policy and it was seconded by Ann Schultz. The vote was unanimous and the motion was passed.



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- D. FY'13 Budget—The Library Director will meet with the City Manager on March 19 about the Library Budget. We do not have personnel figures yet which account for approximately 75% of the budget. The Library Director recently had her annual review with the City Manager, and declined a raise for the 4th year in a row.

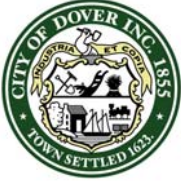
5. NEW BUSINESS

- A. National Citizen Survey (Dover) 2011—A National Survey was conducted for the city by the National Research Center. The Public Library was identified as a “key driver” in the survey. “By targeting improvements in key services, the City of Dover can focus on the services that have the greatest likelihood of influencing residents’ opinions about overall service quality. Services found to be influential in ratings of overall service quality from the Key Driver Analysis were: Police and Public Library services.” “A jurisdiction typically will want to consider improvements to any key driver services that are not at least similar to the benchmark. In the case of Dover, no key drivers were below the benchmark. Therefore, Dover may wish to seek improvements to public library services, as these key drivers received ratings similar to other benchmark jurisdictions.” Ann Schultz asked the Library Director in what areas she feels the library better serve the public? Extended hours and more staff.
- B. Policy---Social Software—The library does not have its own Social Software Policy, but is working with others in the City to devise one.
- C. Pinterest—The library’s latest social media venture is Pinterest, a virtual pinboard which allows users to share and organize visual media—similar to a visual bookshelf. The library already has many followers of its pinboards. Pinterest can be accessed via a red button on the library’s website: <http://library.dove.nh.gov>.

6. UPCOMING PROGRAMS

March: Tax help continues (Tu, Th, & Sat through April 14, 9a-12p)
Mar. 3: Paws for Reading w/Goldie, Children’s Rm., 10:30am
Mar.7: Library @ Langdon Place
Mar. 8: Friends of the Library meeting, 1pm
Mid-March: *10th Annual Student Poetry Contest* --submissions accepted
Mar. 20: Friends program: A Walk Through the Delta—Howard Stith & Mike Rogers, 7pm
Mar. 26: *4th Annual Peeps Show* --submissions accepted
Mar. 3,10,17,24, 31: Sat. matinees, 2pm (Hugo; Footloose; 3 Musketeers; Muppets; Hop)
March Art Exhibit: Illustrations & whimsical birdfeeders by Taylor Rose

7. ITEMS OF CONCERN--Sandra Erdmann had surgery, and is doing well.



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- 8. ADJOURNMENT--** The meeting was adjourned at 4:44 on a motion made by Ann Schultz and seconded by Susan Story Galt

NEXT MEETING DATE: TO BE DETERMINED. (ATTENDANCE AT SCHEDULED APRIL 5 MEETING WOULD NOT MEET QUORUM REQUIREMENTS)