



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, October 4, 2012**
Meeting Time: **4:00pm**

1. **CALL TO ORDER--** The October meeting was called to order at 4:02pm by Carol Boc. Attending were Susan Story Galt, Ann Schultz, Dorothy Wagner, Michael Egan, Library Director Cathleen Beaudoin and Reference Librarian Denise LaFrance.
2. **MINUTES ---SEPTEMBER 6, 2012--** Minutes of the September meeting were approved on a motion made by Dorothy Wagner and seconded by Ann Schultz.
3. **REPORT OF THE LIBRARY DIRECTOR (SEPTEMBER)--** The Report of the Library Director for September was approved on a motion made by Ann Schultz and seconded by Susan Story Galt.
4. **CORRESPONDENCE--** Trustees NHLTA Newsletters were received by everyone except Dorothy Wagner.
5. **OLD BUSINESS**
 - A. Building issues—The skylight replacement project is now complete and we can move forward with repairing the damage caused by the leaks. Thom Hindle is hosting a celebration at the Soldiers & Sailors Monument (driveway of the library) on October 20. It is the 100 year anniversary of the dedication of the Civil War monument.
 - B. Friends of the Library—At the last Friends of the Library meeting, the group unanimously voted to change the meeting schedule to accommodate new Friends who cannot attend daytime meetings. Meetings will be bimonthly and held the 2nd Tuesday at 6:30pm. The next meeting will be Nov. 13.
 - C. Personnel—Joanne Riggio, who has been out on disability for a year, has given notice that she is unable to return to work. She has tendered her resignation, and the part-time Library Assistant I job as been posted. We will begin interviewing in approximately 2 weeks.
6. **NEW BUSINESS**
 - A. 2012 Friends Booksale—The Friends of the Library Annual Booksale is being held at the end of October. Preview day for Friends of the Library members, and city employees, will be on Thursdy, Oct. 25. Preview day for Dover Public Library cardholders will be Friday, Oct. 26, and on Oct. 27 it will be open to the general public.
 - B. Zero clients as catalog stations—The Library's IT Librarian is converting our catalog computers to become zero clients. Zero clients consist of a small box attached to a computer keyboard and screen. The zero clients are networked to a central, larger computer which is located in the basement. Software updates and changes will only have to be made on the one central computer. Zero clients are faster, smaller, and cheaper.



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C. Webpage design—We have begun the process of designing a new library web page using Percussion CMS. The process will take approximately 6 to 8 months.

7. UPCOMING PROGRAMS

- Oct. 8: Library closed for Columbus Day
- Oct. 6, 13, 20 Sat. matinees: Chimpanzee, Best Exotic Marigold Hotel, Dark Shadows, 2pm
- Oct. 13: "Paws for Reading with Goldie, 10:30am
- Oct. 15-20: Decorated Pumpkin Contest, ages 5-12
- Oct. 16: Friends program: "The Old Country Fiddler: Charles Ross Taggart" portrayed by Adam Boyce, 7pm
- Oct. 22: Drop-in Halloween Story Time, 7pm
- Oct. 22-27: "Halloween Spider" craft at "Make-It, Take It Table all week
- Oct. 26—Nov. 10: Friends of the Library Booksale
- Oct. 29: Story time registration for Session II

8. **ITEMS OF CONCERN**—The library's new automation system is included in the City of Dover's CIP, but due to the dollar amount, \$40,000 for the Public Library portion, it will be included in our operating budget for FY2014 and not debt-financed.

9. **ADJOURNMENT--** The meeting was adjourned at 4:39 on a motion made by Susan Story Galt and seconded by Ann Schultz.

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