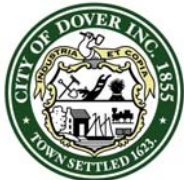


CITY OF DOVER

LIBRARY BOARD OF TRUSTEES---MINUTES

Meeting Type: Regular Meeting
Meeting Location: Dover Public Library, 73 Locust St., Dover, NH 03820
Meeting Date: **Thursday, March 7, 2013**
Meeting Time: **4:00pm**

1. **CALL TO ORDER--** The March meeting was called to order at 4:04pm 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 ---FEBRUARY 7, 2013--** Minutes of the February meeting were approved on a motion made by Dorothy Wagner 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--** NHTLA Spring Conference will take place on May 20, 2013. The Library Director received paperwork from the Richard Lord Trust that needs to be signed by Chairperson Carol Boc. The Director received information from Boston College about their seismograph program. The Library is not interested in housing and investing in this program. Allan Krans will attend the April 4 Library Board of Trustees Meeting to bring everyone up-to-date on the Right-to-Know Law.
5. **OLD BUSINESS**
 - A. Building issues—Soffit repairs in the addition of the library are complete. Final painting will be completed by the library custodian. Estimates to fix the water damaged woodwork surrounding the windows in the addition have not been received. The library was also having problems with our front door not latching properly, and Facilities & Grounds staff made some adjustments. Library patron Linda Merullo has given our 2 public restrooms a face-lift.
 - B. FY'14 budget—The Library Director met with the City Manager about the Library's portion of the budget. We are asking for \$1,063,983 which represents a .07% increase. This figure includes purchase of our ½ share of the new automation system.
 - C. Art appraisal—A motion to enter a non-public session was made by Dorothy Wagner and seconded by Michael Egan at 4:31pm. It was unanimously agreed upon to go into a non-public session due to exception #4--Acquisition, sale or lease of real or personal property. A motion to end the non-public session was made by Ann Schultz and seconded by Susan Story-Galt, and the public session resumed at 4:46pm.
 - D. Automation System—Bywater Solutions, our chosen vendor for the new automation system, has been working with the library to prepare for the migration scheduled for late this summer.
 - E. HB436—This bill was voted on and found inexpedient to legislate by the House of Representatives.



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 7, 2013**
Meeting Time: **4:00pm**

- F. Kindles in circulation—Our 6 Kindles are in circulation and there is a waiting list. We will continue to add titles to the Kindles throughout the year.

6. NEW BUSINESS

- A. Right to Know law update—Allan Krans will attend the April 4 Library Board of Trustees Meeting to bring everyone up-to-date on the Right-to-Know Law.
- B. Media purchases—The Library's statistics show that media now accounts for 30% of our circulation. Due to the increased use and demand for media, the library has developed plans to shift our collections to better serve media users. The Library has long had a policy for books whereby we purchase an additional copy for every 5 people waiting on a hold list. This policy will now apply to media as well.
- C. Personnel changes FY'14—Barbara Winter, the library's Circulation Librarian, will be retiring in July. The position will be upgraded to a Librarian II status requiring an MLS degree, and a 40 hour work week. The Library Director will begin advertising for a replacement in May. The new Library Assistant I in the Children's Room is Christina Weinberger.

7. UPCOMING PROGRAMS

Mar. 2,9,16, 23, 30 Saturday matinees: Chasing Mavericks; Wreck-It Ralph; Life of Pi; Rise of the Guardians; Hop, 2pm

Mar. 2: "Paws for Reading" with Goldie, 10:30am

Mar. 11: "100 Years of Irish Dancing" John Grimes, 7pm

Mar. 12: Friends of the Library meeting 6:30pm

Mar. 13: Poetry Contest entrants accepted, grades K-12

Mar. 16: Lego Saturday, all day in the Children's Room

Mar. 18: Peeps Show contest entrants accepted through Mar. 30

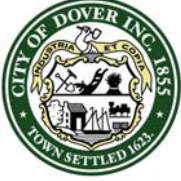
Mar. 19: Friends of the Library program, "Family Boat Building" Ray Belles, 7pm

Mar. 25-30: Make It, Take It craft all week: "Spring Rabbit"

AARP Tax Assistance: every Tue, Thu, Sat from 9-12

8. **ITEMS OF CONCERN** –In mid-January the library posted notices that if a patron's overdue fines exceeded \$10 they would not be allowed to check out materials. One gentleman was irate over this policy. He has owed the library money for 3 years but felt he should be "grandfathered" and still be allowed to borrow. He called the Library Director about the situation, but also plans to pursue other avenues.
9. **ADJOURNMENT--** The meeting was adjourned at 5:16 on a motion made by Dorothy Wagner and seconded by Susan Story Galt.

NEXT MEETING DATE: THURSDAY, APRIL 4, 2013 @ 4:00PM



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 7, 2013**
Meeting Time: **4:00pm**