

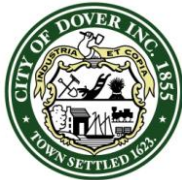


CITY OF DOVER

LIBRARY BOARD OF TRUSTEES---MINUTES

Meeting Type: Regular Meeting
Meeting Location: Dover Public Library, 73 Locust St., Dover, NH 03820
Meeting Date: **Thursday, May 1, 2014**
Meeting Time: **4:00pm**

1. **CALL TO ORDER** --The May meeting was called to order at 4:00pm by Carol Boc. Attending were Tony McManus (City Council Liaison), Dorothy Wagner, Michael Egan, Susan Story Galt, Reference Librarian Denise LaFrance, and Library Director Cathleen Beaudoin. Ann Schultz was an excused absence.
2. **MINUTES ---MARCH 6, 2014 (NO APRIL MEETING)** -- Minutes of the March meeting were approved on a motion made by Dorothy Wagner and seconded by Michael Egan.
3. **REPORT OF THE LIBRARY DIRECTOR (MARCH & APRIL)** The Reports of the Library Director for March and April were approved on a motion made by Susan Story Galt and seconded by Dorothy Wagner.
4. **CORRESPONDENCE** --The Library Director received notification of training for new Library Trustees by the Attorney General's office. The training is not applicable to Dover Public Library Trustees.
5. **OLD BUSINESS**
 - A. Building issues: chair bid—The bid for 15 new upholstered chairs was awarded to a company from Pittsfield, Massachusetts. The model is the Jasper chair, and they will cost \$792 per chair. We are currently waiting for swatches for pick the fabric.
 - B. Budget FY'15—The Library Director presented the Library budget to the City Council on Wednesday, April 30. The proposed Library budget reflects a \$46,000 increase, the first significant increase since 2007. The increase includes money for programming, digitization of Dover directories, self check-out machine, microfilm machine, and contractual items such as increased salaries.
6. **NEW BUSINESS**
 - A. New Technology: Zero clients; Novelist enhanced content; Event Keeper; Koha development/enhancement funding:
 - The Library has been replacing personal computers with zero clients that are connected to a common server. The zero clients are easier to maintain, less expensive, and take up less room. We are hoping to replace the Internet computers with zero clients in the future.
 - Novelist enhanced content is a new subscription service that we are very excited about. It provides suggested read-a-likes, Good Read reviews, preview pages of books, series information, and author and title descriptions. All of this information is available from the search screens in Koha, our online catalog.
 - Eventkeeper is an online calendar service which will allow us to provide more information about Library programs, allow patrons to register for events or reserve museum passes.
 - The Library will be helping to fund a development in Koha, our online catalog, that will allow us to roll over acquisition data from year to year. Koha is open source software, and Koha Libraries can work cooperatively to fund developments that are important to them.



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- B. Conditional Borrower's Card—The Library has enacted a conditional card which allow users who owe considerable fines to use their cards in a limited capacity, while paying off their fines. The first payments must be \$10 or 10% of the total whichever is higher, agree to make regular payments, and pay the balance within one year all while not incurring new fines. This card will allow users, who have fines, to still use the Internet and borrow 2 items.
- C. \$10 fines limit on downloadables too—The Library now has Sip 2 protocol which allows our Overdrive service to have up to the minute information on expired cards or fines amounts which go over our \$10 allowable limit. Users who accrue more than \$10 in fines will be unable to use the Overdrive service until the fine is under \$10.

7. UPCOMING PROGRAMS

- May 1: Seed share program begins
- May 12: Wellness series: "Values---the 'why' of everything", 7pm
- May 13: Friends of the Library meeting, 6:30pm
- May 16: Historic Dover walking tours for Woodman Park 3rd graders, 9-12:30
- May 17: Legos Saturday all day in Children's Room
- May 19: Library Book Group "Beautiful Ruins" by Jess Walter, 6:30pm
- May 19: Evening of Poetry, 6:30pm (12th annual student poetry contest)
- May 20: Friends program: "Granite Gallows: NH's history of the death penalty" Chris Benedetto, 7pm
- May 26: closed for Memorial Day holiday
- May 31: last full Saturday until Sept. (9-1 June, July August)
- May 3,10,17: Saturday matinees, 2pm (Walking with Dinosaurs; Secret Life of Walter Mitty; Veronica Mars)

8. **ITEMS OF CONCERN** –The City Manager has invited all City Board members to the State of the City address on Friday, May 16th at 7:30 in the McConnell Center.

9. **ADJOURNMENT**--The meeting was adjourned at 4:36 on a motion made by Dorothy Wagner and seconded by Michael Egan.

NEXT MEETING DATE: THURSDAY, JUNE 5, 2014 @ 4:00PM