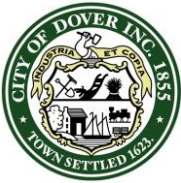


CITY OF DOVER

LIBRARY BOARD OF TRUSTEES---MINUTES

Meeting Type: Regular Meeting
Meeting Location: Dover Public Library, 73 Locust St., Dover, NH 03820
Meeting Date: **Thursday, November 6, 2014**
Meeting Time: **4:00pm**

1. **CALL TO ORDER**--The November meeting was called to order at 4:05pm by Carol Boc. Attending were Susan Story Galt, Dorothy Wagner, Denise LaFrance, Michael Egan, Ann Schultz, Tony McManus (City Council Liaison), and Library Director Cathleen Beaudoin.
2. **MINUTES---OCTOBER 2, 2014**-- Minutes of the October meeting were approved on a motion made by Dorothy Wagner and seconded by Ann Schultz.
3. **REPORT OF THE LIBRARY DIRECTOR (OCTOBER)** --The Report of the Library Director for October was approved on a motion made by Susan Story Galt and seconded by Michael Egan.
4. **CORRESPONDENCE**—None.
5. **OLD BUSINESS**
 - A. Building: The Library Director has received 3 quotes for architectural design work for the chimney repairs. The quotes are all within \$300 of one another. The quotes are for design and supervision of repairs. Annual alarm inspections were recently completed, and some corroded sprinkler heads were found. A full report is expected in a couple of weeks.
 - B. Zero clients and Libki timing software: The CPU for our catalog computers and public Internet stations were recently replaced with zero clients. The clients are networked to 2 servers located in the Library basement. The clients, at \$99 per unit, are more cost effective, require less space, and changes can be made more easily on the network servers, as opposed to each individual computer. The Library also has new timing software, Libki, for our Internet stations. The software allows the Library to block patrons that owe us over \$50 in fines or have expired cards.
 - C. Friends' Booksale: The Library book sale is currently \$1 for a bag or box of books, and remainders will be free beginning on Monday, November 10. We hope to top \$7,000 in proceeds. Leftovers will be sent to the book hut at the Dover Recycling Center.
6. **NEW BUSINESS**
 - A. Security walk-through: The Dover Police Department conducted a security walk-through of the Library. They have suggested the Library install 2 new panic alarms, and 2 additional security cameras. The estimate for these items is \$3,500, and they will be requested in the FY 2016 budget.
 - B. FY'16 budget schedule: The FY'16 Library budget is due on December 19, as opposed to the usual early January. The City Council hopes to pass the budget in early May, giving the School Department more time to deal with potential job cuts. The Library Director will be asking for Sunday hours to be restored in the new budget.



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C. Self-checkout station: The Library will debut a self-checkout station in the near future. The unit will be housed near the adult circulation desk. Howard Systems is working providing Ethernet to the location and an electrician will need to install an outlet there as well.

7. UPCOMING PROGRAMS

- Nov. 1: "Paws for Reading" with Murphy, 10am
- Nov. 4: Friends of the Library meeting, 6:30pm
- Nov. 3--8: \$1/bag or box @ booksale
- Nov. 10: Booksale leftovers are free
- Nov. 11: closed for Veterans Day holiday
- Nov. 12: 2nd Wednesday Evening Movie ("Jersey Boys") 6:30pm
- Nov. 15: Legos Saturday "Bricks 4 Kidz" in Children's Room. 9am-1pm
- Nov. 17: Library Book Group "Tell the Wolves I'm Home" by Carol Rifka Brunt, 6:30pm
- Nov. 17-22: @The Creation Station---make a "Turkey stick puppet" all week
- Nov. 18: Nutcracker Tea---Edra Toth (Northeast Ballet Theatre) dancers, 4pm
- Nov. 18: Friends program: NHL Official Brian Murphy, 7pm
- Nov. 26: close at 5:30pm
- Nov. 27 & 28: closed for Thanksgiving holiday
- Nov. Saturday movie matinees (Nov. 8,15,22,29: Mr. Peabody & Sherman; Maleficent; Planes: Fire & Rescue; How to Train Your Dragon 2) 2pm
- Nov. art exhibit: artwork by Alex Mitchell

8. ITEMS OF CONCERN --None

9. **ADJOURNMENT**--The meeting was adjourned at 4:34 on a motion made by Dorothy Wagner and seconded by Ann Schultz.

NEXT MEETING DATE: THURSDAY, DECEMBER 4, 2014 @ 4:00PM