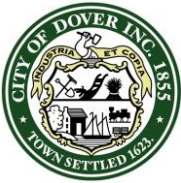


**CITY OF DOVER**

## LIBRARY BOARD OF TRUSTEES---MINUTES

Meeting Type: Regular Meeting  
Meeting Location: Dover Public Library, 73 Locust St., Dover, NH 03820  
Meeting Date: **Thursday, January 8, 2015**  
Meeting Time: **4:00pm**

1. **CALL TO ORDER** --The January meeting was called to order at 4:03pm by Michael Egan. Attending were Susan Story Galt, Ann Schultz, Dorothy Wagner, Denise LaFrance, Tony McManus (City Council Liaison), and Cathleen Beaudoin. Absent was Carol Boc.
2. **MINUTES---DECEMBER 4, 2014** --Minutes of the December meeting were approved on a motion made by Ann Schultz and seconded by Susan Story Galt.
3. **REPORT OF THE LIBRARY DIRECTOR (DECEMBER)** --The Report of the Library Director for December was approved on a motion made by Susan Story Galt and seconded by Dorothy Wagner.
4. **CORRESPONDENCE** --A workshop for Trustees titled "Facilitating for Public Engagement" will be offered in various locations in NH in February. Board members may notify the Library Director if interested in attending.
5. **OLD BUSINESS**
  - A. Building: chimney repairs—The Library is waiting for bid specs and plans from Art Guadano of AG Architects. When specs are received the job will go out to bid. After repairs are completed the Library can begin working on fixing stained ceilings and walls.
  - B. Self checkout station—The self-checkout station is now operational, but so far has proved unpopular.
  - C. FY'16 Budget request—The Library does not have a final figure on the FY2016 budget as we are still awaiting personnel budget numbers from the Finance Department. The largest new item requested this budget cycle is reinstatement of Sunday hours at a cost of \$19,000.
6. **NEW BUSINESS**
  - A. FY'16 Key Fiscal Year Objectives—Fiscal year objectives for the Library are as follows:
    - Reopen on Sundays
    - Expand Internet access and offer group training sessions
    - Improve building security by adding 2 more cameras and 2 additional panic buttons
    - Expand online access to fragile historical Dover materials.
    - Paint interior walls
    - Improve WiFi coverage to include the entire Library building
    - Increase our social media reach by 10%.
  - B. Story Time changes—The Library will be introducing a new storytime for children birth to 23 months. The new storytime is called Mother Goose on the Loose and will include songs, rhymes, and finger plays. The goal is to introduce literacy to children, as well as their caregivers.



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- C. Comcast bandwidth—Recently the Library began experiencing problems with WiFi access in the late afternoons, and it was determined that we were maxing out our bandwidth. The IT department switched our public network to share bandwidth at the McConnell Center. The switch has taken care of the problem.

### UPCOMING PROGRAMS

- Jan. 1: closed
- Jan. 3: Paws for Reading with Murphy 10:30am
- Jan. 5: Registration for Toddler and Mother Goose on the Loose story times
- Jan. 12: Library Book Group "The House Girl" by Tara Conklin, 6:30pm
- Jan. 13: Friends of the Library meeting, 6:30pm
- Jan. 14: 2<sup>nd</sup> Wednesday movie: "Get On Up", 6:30pm
- Jan. 19: closed, Martin Luther King Jr. holiday
- Jan. 20: Friends program---folk musician/fiddler Sarah Jane Nelson, 7pm
- Jan. 21: author talk---NH mystery writer K.D. Mason, 7pm
- Jan. Saturday movie matinees (Jan. 3,10,17,24,31: Maze Runner; Magic in the Moonlight; Dinosaur 13; Boxtrolls; The Book of Life), 2pm

7. **ITEMS OF CONCERN** --Dorothy Wagner asked if the Library ever conducted inventories. We are currently in the middle of an inventory, using volunteers, but it will not be completed for some time as it is a long, time consuming project.
8. **ADJOURNMENT** --The meeting was adjourned at 4:34 on a motion made by Dorothy Wagner and seconded by Ann Schultz.

**NEXT MEETING DATE: THURSDAY, FEBRUARY 5, 2015 @ 4:00PM**