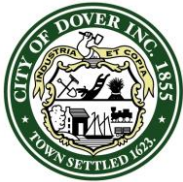


CITY OF DOVER

LIBRARY BOARD OF TRUSTEES---MINUTES

Meeting Type: Regular Meeting
Meeting Location: Dover Public Library, 73 Locust St., Dover, NH 03820
Meeting Date: **Wednesday, December 2, 2015**
Meeting Time: **4:00pm**

1. **CALL TO ORDER**--The December meeting was called to order at 3:59pm by Carol Boc. Attending were Tony McManus, Ann Schultz, Susan Story Galt, Michael Egan, Denise LaFrance, and Cathy Beaudoin. Dorothy Wagner could not be present. The meeting is being held a day early because Hillary Clinton will be speaking at the McConnell Center tomorrow making parking impossible.
2. **MINUTES---NOVEMBER 5, 2015**--Minutes of the November meeting were approved on a motion made by Michael Egan and seconded by Ann Schultz
3. **REPORT OF THE LIBRARY DIRECTOR (NOVEMBER)** --The Report of the Library Director was approved on a motion made by Ann Schultz and seconded by Susan Story Galt.
4. **CORRESPONDENCE**--No correspondence to report.
5. **OLD BUSINESS**
 - A. CIP FY'17: The CIP, which includes Library books and air conditioning, will be voted on next Wednesday, December 9.
 - B. Parking lot lights: The new parking lot lights have been installed! The new LED lights are brighter and more energy efficient.
 - C. "1000 Books Before Kindergarten" program: The canvas bags for the 1000 Books Before Kindergarten program have finally arrived. The bags will be given to participants who reach the 100 book mark.
 - D. Friends' Booksale: The proceeds from the Friends of the Library booksale totaled \$7,500. The proceeds are used to fund the Library's museum passes, programs, and other extras the staff request throughout the year.
 - E. Hiring of Children's Librarian: 7 candidates for the Children's Librarian position have been interviewed. Staff involved in the interviewing will meeting tomorrow to make a decision. Kathleen Thorner's last day at the Library will be December 11.
6. **NEW BUSINESS**
 - A. FY'17 budget request (new position and courier funding): In the FY'17 budget the Library is requesting a current Adult Circulation position, which is at 31 ½ hours, be upgraded to a Librarian I at 35 hours. The Library is also requesting funding to help reestablish the school courier position. The courier is a van service that goes to the Dover Public Library, as well as the 5 school libraries, to deliver books requested between libraries. Funding for the courier position would be split between the Public Library and the schools. The Library is also requesting \$7,700 in sprinkler upgrades and replacements. The sprinkler parts are 30 years old and some are outdated and corroded. The Library's unit ventilators, blowers for our heating and cooling system, are also 30 years old. Siemens, the City's heating contractor, recommends replacing the blowers.
 - B. New website addition: "Website Tricks": A "Website Tricks" section has been had to the "How Do I?" tab on our main web site.



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: **Wednesday, December 2, 2015**
Meeting Time: **4:00pm**

- C. Christmas party for staff/trustees/volunteers: The annual Library Christmas party for staff, volunteers and trustees will be held at the Library Director's house.

UPCOMING PROGRAMS

Saturday matinees Dec. 5, 12 & 19: Santa Buddies. Minions, Polar Express, 2pm
Friday mornings: Music with benji 11am (most Fridays)
Dec. 1: Local author Rob Sneddon "The Phantom Punch". 7pm
Dec. 4 @ 4pm and Dec. 12 @ 11am: make a 3-D paper snowflake
Dec. 5: Paws for Reading with Murphy, 11am
Dec. 6 and 20: Coloring for Adults, 2-3pm
Dec. 7: Local author Suzi Higley and Finnegan, 7pm
Dec. 8: Local author Dan Lawton "Deception", 7pm
Dec. 9: 2nd Wednesday movie: "Mississippi Grind", 6:30pm
Dec. 14-20: Creation Station craft ---all week
Dec. 14: Library Book Group "Samurai's Garden" by Gail Tsukiyama,, 6:30pm
Dec. 15: Local author Debra Picchi "A Woman's Guide to the Sailing Lifestyle" 7pm
Dec. 16: Monthly Game Night, 6pm
Dec. 19: Lego Saturday all day, plus Bricks for Kidz 10am to 2pm --motorized Legos
Holiday hours: closing at 12Noon on Dec. 24; closed Dec. 25-27; closing at 4pm Dec. 31

7. **ITEMS OF CONCERN:** This will be Councilor Tony McManus's last Library Trustees meeting as council representative to the board. The Board thanked him for his dedication to the Library.
8. **ADJOURNMENT:** The meeting was adjourned at 4:32 on a motion made by Susan Story Galt and seconded by Michael Egan.

NEXT MEETING DATE: THURSDAY, JANUARY 7, 2016 @ 4:00PM