



CITY OF DOVER

LIBRARY BOARD OF TRUSTEES---MINUTES DRAFT

Meeting Type: Regular Meeting
Meeting Location: Dover Public Library, 73 Locust St., Dover, NH 03820
Meeting Date: Thursday, April 6, 2017
Meeting Time: 4:00pm

1. **CALL TO ORDER**—The April meeting was called to order at 4:03 by Michael Egan. Attending were Susan Story Galt, Ann Schultz, Dorothy Wagner, Deborah Thibodeaux, Denise LaFrance, and Cathleen Beaudoin. Carol Boc could not attend.
2. **MINUTES---FEBRUARY 2, 2017**--Minutes of the March meeting were approved on a motion made by Dorothy Wagner and seconded by Ann Schultz. Unanimously approved.
3. **REPORT OF THE LIBRARY DIRECTOR (MARCH)** --The Report of the Library Director was approved on a motion made by Susan Story Galt and seconded by Ann Schultz. Unanimously approved.
4. **CORRESPONDENCE**—None
5. **OLD BUSINESS**
 - A. HVAC solutions/ unit ventilators: We were notified that the HVAC equipment will be able to be installed in the attic of the library. The job now needs to go out to bid. The unit ventilators have been working well since they were insulated.
 - B. FY'18 Budget: The Library budget has been submitted for a total of \$1,393,557.00 which is a 7.13% increase from last year. Included in the budget are 2 part-time staff members moving to full-time and an addition of a part-time evening custodian. The Library Director will present to the City Council on April 19.
 - C. Sprinkler repairs: Sprinkler repairs were completed on March 1. The sprinkler heads outside on the ceiling in the portico were not rated for outdoor use and were therefore replaced for \$975. Community Services will fix the holes in the portico ceiling that were made to facilitate the replacement of the heads.
6. **NEW BUSINESS**
 - A. Expanded programming (STEM & Escape Room): The Library has been expanding our programming and we are on track to have 2,000 more people in attendance at programs than the previous year. We have focused on STEM programming for kids and have recently purchased a kit which will allow us to offer Escape Room events for patrons of all ages.
 - B. Saturday morning family storytimes 11-11:45am: The Children's Room has added a 7th storytime. This storytime is for all ages, and does not require signing up. It is convenient for parents who work during the week and cannot attend weekday daytime sessions.
 - C. NHLA Conference presentations: 3 staff members will be presenting at the New Hampshire Library Association Conference to be held on May 4 and 5 in Portsmouth. Peggy Thrasher will have an "Extreme Excel for Librarians" session, and Cathleen Beaudoin and Susan Dunker will have a session on how to become a passport Library.



CITY OF DOVER

LIBRARY BOARD OF TRUSTEES---MINUTES DRAFT

Meeting Type: Regular Meeting
Meeting Location: Dover Public Library, 73 Locust St., Dover, NH 03820
Meeting Date: **Thursday, April 6, 2017**
Meeting Time: **4:00pm**

UPCOMING PROGRAMS

Apr. 1, 8, 22, 29: Saturday matinees: Fantastic Beasts and Where to Find Them; Star Wars Rogue One; Sing!; Monster Trucks 2pm
Apr. 2, 9, 23, 30: Sunday Classic Cinema: West Side Story; Wings; You Can't Take It With You; Keeper of the Flame 2pm
Apr. 1, 8, 15, 22, 29: Lego Saturdays in Children's Room, 9-5
Apr. 3—16: annual Peeps Contest
Apr. 3 & 26 & 29: Extreme Excel, 6:30pm, 6:30pm, and 3pm:
Apr. 5: Tiny House program, 6:30pm
Apr. 5: Introduction to Word, 6:30pm
Apr. 6: Morning Book Group: "Desert Queen" by Janet Wallach, 10-11am
Apr. 9-15: Creation Station---make a "Chickie"
Apr. 10: Teen Advisory Board, 6pm
Apr. 10: Knitting Group, 6pm
Apr. 10: Ramblin' Richard, 7pm
Apr. 11: Canoeing Canada's Arctic, 6:30pm
Apr. 12: 2nd Wednesday movie: "Lion", 6:30pm
Apr. 14, 21, 28: Music with benji, 11am
Apr. 15: Paws for Reading, 10am
Apr. 15: STEM Saturday (Makey Makeys). 2pm
Apr. 16: closed for Easter Sunday
Apr. 17: author Carol Johnson "Big Papi and the Kids" 6:30pm
Apr. 17: Evening Book Group: "Orphan Train" by Christina Baker Kline, 6:30pm
Apr. 18: Friends program: Faberge Eggs, Marina Forbes, 7pm
April 19: deadline for entries in student Poetry Contest
Apr. 19: Game Night, 6pm
Apr. 19 & 29: Introduction to Excel, 6:30pm and 9:15am
Apr. 23--29: Creation Station---make a "Name Frame"
Apr. 24: Teddy Bear Sleepover, 6:30pm
Apr. 24 & 25: Escape Room---Zombie Apocalypse, 6pm and 2pm
Apr. 24 & 29: Intermediate Excel, 6:30pm
Apr. 25: Let's Play Outside! 2pm
Apr. 26: Escape Room---BFG, 3pm
Apr. 27: Minecraft Party, 2pm
Apr. 29: Finger Knitting for kids, 11am

7. **ITEMS OF CONCERN**—The Library Director asked that the next meeting be moved back a week, to May 11, in order for her to attend the NHLA Conference. All in attendance agreed.
8. **ADJOURNMENT**-- The meeting was adjourned at 4:41 on a motion made by Ann Schultz and seconded by Dorothy Wagner.



CITY OF DOVER

LIBRARY BOARD OF TRUSTEES---MINUTES DRAFT

Meeting Type: Regular Meeting
Meeting Location: Dover Public Library, 73 Locust St., Dover, NH 03820
Meeting Date: **Thursday, April 6, 2017**
Meeting Time: **4:00pm**

NEXT MEETING DATE: THURSDAY, MAY 11, 2017 @ 4:00PM