



CITY OF DOVER

LIBRARY BOARD OF TRUSTEES---AGENDA

Meeting Type: Regular Meeting
Meeting Location: Dover Public Library, 73 Locust St., Dover, NH 03820
Meeting Date: **Thursday, September 6, 2018**
Meeting Time: **4:00pm**

1. **CALL TO ORDER** --The September meeting was called to order at 4:05 by Carol Boc. Attending were Susan Story Galt, Dorothy Wagner, Michael Egan, Denise LaFrance, Cathleen Beaudoin and City Councilor Deborah Thibodeaux. Ann Schultz could not attend.
2. **MINUTES---JUNE 7, 2018** --Minutes of the June meeting were approved on a motion made by Dorothy Wagner and seconded by Susan Story Galt. Unanimously approved.
3. **REPORT OF THE LIBRARY DIRECTOR (JUNE, JULY & AUGUST)**-- The Reports of the Library Director were approved on a motion made by Susan Story Galt and second by Dorothy Wagner. Unanimously approved.
4. **CORRESPONDENCE**—The Director received notification from the Attorney General's Office that Terry Knowles has retired. NHMA will take over training of Library Trustees.
5. **OLD BUSINESS**
 - A. Night/weekend custodian and new Library Page: The night custodian position is being posted for the 3rd time. The Library has a new afternoon page--Emilia Willett.
 - B. Makerspace/Computer Lab: Our Tech Librarian can now accommodate up to 12 patrons in her Word, Excel, and PowerPoint classes.
 - C. Summer Reading Programs: Our Summer Reading Programs were very popular with 887 people participating. The theme of the programs was "Libraries Rock" and we had many rock themed programs.
 - D. Parking spaces construction: The construction has begun on the 13 new parking spaces at the front of the Library. Community Services employees are doing the work.
 - E. Library air conditioning: Siemens has provided the Library with a revised quote for the Library air conditioning system. The quote came in a couple of thousand dollars over our \$430,000 budget, and the Community Services Director is working with them on bringing the project within budget.
6. **NEW BUSINESS**
 - A. Donations—Federal Savings Bank, Measured Progress: Federal Savings Bank and Measured Progress made donations to the Children's Room.
 - B. Dover Rotary and space planning: Dover Rotary had asked all city departments to propose items for the Rotary to fund. The Library proposed \$10,000 to go towards new shelving for the new Family Place space in the picture book area of the Children's Room. One of the Dover Rotary's missions is literacy and so they encouraged us to increase our request and have decided to fund Phase 1 of the Children's Room modifications for up to \$25,000. Stibler Associates have been



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brought in to help the Library staff in long range space planning, including moving the Children's Room service desk and possibly the H/C access lift. Stibler Associates will be presenting their plans to Library staff on September 12th and this will aid in crafting a Phase 2 proposal for the Dover Rotary.

- C. Summer intern and new volunteers: The Library had a Summer Intern, Laura Coppinger who aided us with various work around the Library. We have new volunteers for book mending and for filling our two Little Free Libraries with books.
- D. Digitization of DHS Yearbooks: The Dover High Yearbooks have been digitized and are available for searching and viewing from our web site. They were searched 1,900 times in their first month online.
- E. POP Officer Alex Mitrushi: The City of Dover now has a Problem-Oriented-Police officer, Alex Mitrushi. Officer Mitrushi comes through the Library a couple of times a week simply to walk through the building and informally talk with patrons.
- F. 3D Printer Use Policy: In response to news stories about guns and 3D printers, the Library has proposed a new 3D Printer Use Policy. The Library has not had any problems with inappropriate requests, but would like to proactively adopt this policy. The policy has been approved by the City Manager and the City Attorney. A motion was made by Dorothy Wagner to adopt the policy, seconded by Michael Egan. Unanimously approved.
- G. "Get Lit" Bookclub at Sonny's Tavern: Library staff member Emily Fortin will be forming a new Library book group which will meet at Sonny's Tavern.

UPCOMING PROGRAMS

Sept 1-3: Library closed for Labor Day weekend
Sept. 4: Meditation class with Jacqueline Finnerty, 7pm
Sept. 6: Morning Book Group: "The End of Your Life Book Club" by Will Schwalbe, 10am
Sept. 8-9: Regular hours resume: Saturdays 9-5 and Sundays 1-5
Sept. 8, 15, 22: Lego Saturdays in Children's Room
Sept. 8, 15, 22: Saturday matinees (Avengers Infinity War; Show Dogs; Jurassic World), 2pm
Sept. 9, 16, 23, 30: Sunday matinees (Funny Face; Night Must Fall; Kiss Me, Kate; Beau Geste), 2pm
Sept. 10, 17, 24: Family Place Workshops, 10am
Sept. 10: Teen Advisory Board, 6pm
Sept. 10: Knitting Group, 6pm
Sept. 11: Friends of the Library meeting, 6:30pm
Sept. 11: Adult Spelling Bee, 6:30pm
Sept. 12: 2nd Weds. Movie: "Ocean's 8", 6:30pm
Sept. 12: Introduction to Excel, 6:30pm
Sept. 15: Paws for Reading with Murphy, 10am
Sept. 17: Evening Book Group: "Homegoing" by Yaa Gyasi, 6:30pm



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Sept. 18: Friends program---Cormac McCarthy, 7pm
Sept. 19: Intermediate Excel, 6:30pm
Sept. 19: Game Night, 6pm
Sept. 26: Author Julie Boardman "Death in the White Mountains", 6:30pm
Sept. 26: Extreme Excel, 6:30
Sept. 26: "Get Lit!" Book Club at Sonny's Tavern, 6:30pm (Tangerine by Christine Mangan)
Sept. 29: STEM Saturday

7. **ITEMS OF CONCERN: Apple Harvest Day, Oct. 6** – The Library building will be closed on October 6 and staff will have a booth at Apple Harvest Day instead. Our parking lot is always so full on that day with festival goers that few can come in to the library anyway.
8. **ADJOURNMENT**—The meeting was adjourned at 4:55pm on a motion made by Susan Story Galt and seconded by Dorothy Wagner. Unanimously approved.

NEXT MEETING DATE: THURSDAY, OCTOBER 4, 2018 @ 4:00PM