

Dover Library Board of Trustees Minutes
5/14/2008
Dover Library

Present: Alison Piper, Karen McKoy, Kate Haviland, Diane Sampson-Zenger, Cathy Mitchell, Charlotte Canelli, Holly Collins and Guest – Beth Paisner

The meeting was convened at 9:30 AM

Approval of minutes:

The minutes from 4/9 and 5/1/08 were reviewed and approved by the board.

Director's report:

Ms. Canelli reviewed progress and events regarding the building and grounds maintenance, library equipment, recent outside professional meetings attended by staff, her appointment to the Executive Board of the MMRLS, collection materials, staffing, and programming. Of particular note are the success of the early morning library opening and coffee for National Library Week, the resignation of Jean Resnick as of 5/14/08, and early plans for a joint summer/fall reading program with the Sherborn Library. In addition, concern was expressed by all of the Board members that the Director was not given a chance to review or comment upon recent news publications regarding library activities, which did not reflect the interests of the library as a whole. The Director was asked by the Board to discuss this issue with involved staff members.

Friends report:

Ms. Haviland and Ms. Canelli reported the great success of the Bee, raising close to \$9000 and the further income of \$725 by the basket auction in the library. The Friends budget was reviewed and remains constant at \$35,675 for the upcoming year, with the majority of funds going for materials. The Board is grateful for the hard work and dedication of the Friends in their unflagging support of the library, yet it is of note and concern that the Friends continue to be a major source of state-mandated funding for our materials requirement. Jane Johnstone is stepping down as "Artist of the Month" coordinator and there is no one as yet replacing her. Ms. Canelli and Ms. Haviland will continue to work with the Friends to increase membership and volunteer power. The Annual Meeting will be 6/2/08 at 10 AM and the following slate of officers will be voted upon, as well as the budget: President, Lorie Linnell, VP, Anita Loscalzo, Sec., Carolyn Ringel, Treas., Michelle Donatelli

Community room use policy:

The staff has requested review of the community room policy as there are increasingly conflicting requests for use of the space. Ms. Piper suggested that the Community Room policy review be deferred until after consideration of the need to dedicate the use of all or part of it for library programming &/or services. If such a restriction of the room is proposed by the director & approved by the board, then a policy & form for use by the general public would be moot.

Summer Hours:

The library will be closed on Saturdays from 6/14 through 8/30/08. It will close Monday evenings at 6 and remain open until 9 PM on Wednesdays. The possibility of opening early on Friday mornings at 8:30 for the summer as graciously offered by Ellie Herd, was discussed and approved by the Board.

Community Center discussion:

A short statement for the 5/28/08 meeting of the Alternative Sites Subcommittee for the Community Center Building Committee from the library's subcommittee on a combined community center/library will be formulated after a meeting of the library subcommittee on 5/16 with Patience Johnson of the MBLC. Ms. Canelli notes that a new combined library/council on aging project is being planned in Townsend, MA, with corporate contributions and not under the aegis of the MBLC, as it is privately funded.

Annual appeals and donor plaques:

Although a distinct appeal will not be made for 2008 from the Board, Ms. Haviland and Ms. Sampson-Zenger will make a report for the June library newsletter on the 2007 appeal. The Board approved spending up to \$550 from the Public Library Fund to update the donor plaques; Ms. Haviland will take the plaques to the following for the addition: Amy Thompson, Advanced Signing, LLC 4 Industrial Park Rd., Medway, MA 02053 508-533-9000 x3046 athompson@advancedsigning.com

Diane Sampson-Zenger nominated and the Board approved awarding Kate Haviland the Trustees' Recognition Award for 2008 for her distinguished service to the library and the town as Chair of the Board of Trustees. The text of the nomination was :

"As I forward this nomination, I am inclined to use cliches--"tireless," "selfless," "self-sacrificing"--to describe Kate Haviland's contributions to the Board of Trustees and the Dover Town Library. These words apply. Across the last year, Kate guided the DTL through a long period of transition. Her capacity to navigate exceptionally rocky shoals with confidence, good humor, and a steady hand has served the the Library and the community of Dover well. In addition, Kate has disregarded cliches like "don't sweat the small stuff." Kate has insisted on adhering to the proper management of the details: open meeting laws, Robert's meeting rules, correct flow of information, appropriate separation of roles. It has been in the proper and meaningful execution of the "small stuff" that our reputation as a Board, and as a Library, has resided. Kate has set the pace and tone this past year. There has been no task given to the Board that Kate has not been willing to address. Further, Kate has ridden shotgun for each Board member as we worked to fulfill our responsibilities. She will be missed sorely by us institutionally and personally." In addition, the Board voted to use \$500 from the gift fund for books of interest to Kate as part of the award.

Reception for major donors:

A "thank you" reception for major donors to the library will be held at Karen McKoy's home 6/18/08 at 7 PM with appetizers and wine provided by the trustees. Ms. Canelli will send out invitations.

Director's review:

The required review will be done by Holly Collins and Diane Sampson-Zenger and submitted to the town manager.

Staff/trustee dinner:

This will be postponed until the fall, with a suggested date of 9/19/08.

Other:

Diane Sampson-Zenger gave a heartfelt encomium to Kate Haviland thanking her on behalf of the Board for her service as Chair of the Board.

Ms. Haviland made gracious closing remarks and noted that she plans to continue her service to the library as an active Friends member.

The next Board meeting will be 6/11/08 at 9:30 AM at the library.

The meeting was adjourned at 11:45 AM.

Respectfully submitted, Karen McKoy, Secretary