

Dover Town Library Board of Trustees
Tuesday, March 18, 9:30 a.m.
Selectman's Room

Present: Karen McKoy (KM), Diane Sampson-Zenger (DS-Z), Cathy Mitchell (CM), Beth Paisner (BP), Joan Stapleton (JS), Holly Collins (HC), Alison Piper (AP), guest Joan King

Co-Chair DS-Z convened the meeting at 9:30 AM.

Announcements:

Caucus Nominees for Board of Trustees were Joan King and Elizabeth Freeman
Sarah Hannegan resignation

Important dates

- Open Warrant Hearing—March 23
- Spelling Bee—March 26 - 12 teams so far
- Town Meeting—May 4 & 5
- Town election May 18

Future Meeting Dates and Locations

- | | | |
|-----------------------|---------|------------------|
| ○ Tuesday, April 14th | 9:30 am | Selectman's Room |
| ○ Tuesday, May 12th | 9:30 am | Selectman's Room |
| ○ Tuesday, June 9 | 9:30 am | Selectman's Room |

Reports added to minutes:

Director's Report - see Attachment A

Trustee Reports:

- Annual Appeal DS-Z reported another \$300 has been received.
- Friends BP reported that the Friends have around \$47,000 in funds and raised \$1100 at the recent wine tasting. Membership has dropped to 198 from 300 last year, although there are 25 new members.

Consent Agenda

February Minutes were approved.

Requiring Motions

Budget - HC moved to accept changes made to the FY 2010 budget to attempt to meet the Warrant Committee request for a 2% reduction, despite the mandated 6.85% increase in salaries. The Board approved the changes.

Open items:

Sarah Hannegan resignation -

The Board moved to executive session for discussion of the recent Assistant Director's resignation. Afterwards the Board discussed the need for review of the current job description. A subcommittee of AP, JS, and CM will do this and bring their recommendations to the next meeting. In the meantime, JS will seek to hire the best person (without requiring an MLS) available for the open YA position.

Other business

A welcome event for new Board members will be scheduled for June.

The meeting was adjourned at 12:15 PM.

Respectfully submitted.

Karen McKoy, Secretary

Attachment A

MEMORANDUM

DATE: March 13, 2009

TO: Board of Trustees

FROM: Joan Stapleton

SUBJECT: Acting Director's Report

HONORS

The Dover Town Library is once again cited for excellence this time by the Library Journal. The LJ Index of Public Library Service 2009 awarded us 4 out of a possible 5 stars in our total operating expenditures range of \$200,000-\$399,999. This ranking measures public library service output based on visits, circulation, program attendance and public Internet computer use. There were a total of 256 "Star" libraries with budgets ranging from \$10,000 to \$29,999,999.

To see a complete copy of this report, go to: www.libraryjournal.com/ljindex2009.

STAFF NEWS

Since Sara Hannegan, Assistant Director, has resigned, I will request your approval to hire a temporary, part-time Reference and Adult Services person or persons to help with these activities through the end of June. This allows the new Director time to evaluate needs and job descriptions and hire accordingly.

We have interviewed candidates for the YA Library Assistant position. Currently this position is advertised at a Grade 8 Level and requires a Masters Degree in Library Science. I will request your approval to hire at a Grade 6 Level and not require a masters degree.

LIBRARY WEBSITE

Visitors to our website increased from 3,071 last month to 3,495 visits this month. While overall visitors are up, Dover visitors are down to 41 (213 last month). This is discouraging because we would like to see the website become a viable communication vehicle. We will think of ways to promote usage.

STATISTICS

Circulation remains consistent.

We averaged about 207 visitors/day in February. Not surprisingly, Thursday's Tea Time remains very busy.

STATE BUDGET CUTS

We have received word that the second half of State Aid will be awarded. We will receive about \$4,000 from this payment.

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NEWS/EVENTS

Thursday, March 19th will be the first annual Daffodil Tea – a gathering to welcome spring.

The incubator in the Children's Room is full of eggs. People are signing up to be notified at the first sign of activity so children can actually see the little chicks hatch. Anticipated date is March 31st.

We are adding a service dimension to our YA programs and activities. The Junior Service Corps of the Dover Town Library will allow middle and high school students to fulfill their Service Learning requirement while enjoying the library environment. Projects will vary from month to month but the expectation is that students joining as a freshmen will complete the requirement by the end of their junior year.

QUESTION/COMPLAINT RECEIVED

This past month a parent complained that her child was viewing You Tube on a computer in the Children's Room and coming up with videos inappropriate for the child's age. She also stated that most of her friends do not allow their children access to You Tube. She assumed we filtered access to the Internet and asked why we didn't. I explained the following:

Filters prohibit access to some important, excellent sites.

Filters work only partially and tend not to filter well sites dealing with drugs and violence.

There is only one filter that works well and that is the parent or adult care-giver monitoring computer use. At home, consider placing the computer in a busy, open area of the house. This is why the two computers in the Children's Room have monitors facing the staff desk area.

All ended well. I am very sympathetic to the challenges facing parents regarding computers. Perhaps this is a topic for a library program.

FOOD DONATIONS

We will continue collecting food for "A Place to Turn" in Natick. The need continues to be great and this food pantry serves Dover residents also.

MISC.

I queried Minuteman libraries to see how many had Kindles (Amazon's wireless reader). Only Cambridge replied and they generously allowed us to borrow it. It's a Kindle 1 and absolutely fun to play with. We would really like to investigate the Kindle 2 which is even smaller, holds up to 1,500 books, has a longer battery life and will read to you. We are still trying to come up with a place for libraries in the wireless reader world.