MEMORANDUM

TO: DOVER PUBLIC LIBRARY ADVISORY COMMISSION

FROM: MARGIE CYR

SUBJECT: UPCOMING MEETING

DATE: 5/13/2013

Our next Library Advisory Commission meeting is scheduled for Tuesday, May 21, 2013 at 5PM in the Second Floor Conference Room at the library.

If you will be unable to attend, please contact Karen at 302-736-5025 or karen.demarco@lib.de.us.

Agenda

Dover Public Library Advisory Commission
May 21, 2013
5:00 PM
Conference Room

I. Call to order

II. Old business

A. Minutes of March 19, 2013
B. March statistics
C. Building Construction status
D. Staffing status
E. Council on Libraries report
F. Friends of Library report
G. Dover Library Foundation Report

III. New Business

IV. Other

Next meeting: July 16, 2013

MINUTES

Dover Public Library Advisory Commission
Tuesday, March 19, 2013, 5:00PM
Conference Room at the Dover Public Library

IN ATTENDANCE: Zach Carter, Margie Cyr, Scott Koenig, Beth Petit de Mange, Annie Scott, Dorothy Snyder, NC Vasuki

Meeting called to order at 5:10PM

Beth made a motion to accept the Minutes of January 15, 2013 as written; Zach seconded. The motion was unanimously approved.

Margie recently started charting monthly computer usage, circulation and program attendance statistics. Zach pointed out that the statistics are higher than last year even though the library was closed for a month to move. New registrations have consistently risen over the months. NC asked if City Council sees our monthly reports. They are submitted as part of the City Manager's report. Margie mentioned that the reference statistic charting was changed as of February. The DE Division of Libraries is asking for these statistics to be broken down by Dewey Decimal System for each department: Adult, Teen and Children. Scott suggested to Margie that she do a presentation about the Library at the next City Council meeting. Zach made a motion to accept the monthly reports; Beth seconded. The motion was unanimously approved.

EDiS is still actively involved with the building. Johnson Controls was called this week to reboot the heating system after it was knocked off line. Zach asked if we'll always have to contact Johnson Controls with heating/cooling issues. This is unclear at this time. NC said that he understood that City staff will be trained on the system. An RFP for maintenance service for the building is in the works. There are still several roof leaks that need repair. The exact locations of the leaks are still being determined. Zach asked if the sheet rock in the meeting rooms has been repaired. It has not been to date. Zach asked Scott about stop signs in the parking lot. A meeting was set up to walk the lot; but due to the weather it was cancelled. Scott also mentioned that he has gotten complaints about cars driving down Federal Street and possibly driving straight into the Children's Department. Ballards have been suggested. Margie mentioned the need for more security cameras and the relocation of a few. Some of the motion detectors are too sensitive and are setting off the alarm at night. She is hoping to be able to pay for the cameras out of any contingency monies left from the building project in order to be eligible for the State match. NC asked what the cost was for the cameras; Margie said the proposal was for approximately $10,000. Margie would also like a swipe pad installed at the Circulation Room entrance and for a "lockdown code" so that the library can be manually locked in the event of an emergency. Anne asked Margie if she had any news about the people counters. Margie said that Dr. Norman is still working on this and has asked us to wait a little longer until she can purchase them. Zach asked Margie and Scott to check on the M & T parking signage.

Margie reported that Kerri Hollyday recently joined our staff as our new Library Assistant. Kerri worked previously at Atlantic Books and Barnes and Noble. Interviews for the Library Clerk II position have been completed. An offer was made and we're waiting for the background check to come back. The closing date for the Librarian I position was Monday, March 16. As of early Monday, Human Resources reported receiving approximately 40 applications. Joyce Long and Susan Cockel will both retire soon. Joyce Long is a full-time Library Clerk I and works at the circulation desk. Joyce has been with the library for over 15 years. Her last day will be May 31. Susan Cockel is a part-time Library Clerk I and works primarily in the Children's Dept. Susan has been with the library for over 10 years. Her last day will be April 30. Both will be missed. Margie is in the process of re-organizing and streamlining some of the positions in order to fit the new building. Margie also mentioned that Jackie McCabe will be out for an unspecified time for surgery.

Zach reported that the Council on Libraries has not met recently and he has no news to report.

Margie reported that the unlocking units that the Friends are purchasing for us have been ordered. We'll be getting the newest version of the equipment for the same price as the old version. The cost is approximately $17,000. The Friends have also purchased a beautiful table for our Administrative Area. Many, many thanks to the Friends. NC announced that the next Friends' meeting is scheduled for April 24.

The Library Foundation was originally created as a fundraising arm for the library building project. Now that the building project is complete, the Foundation has been working hard to separate from the City. Paperwork has been submitted to amend the Certificate of Incorporation and to change the Registered Agent to the Dover Public Library. The Foundation will continue to operate as a non-profit entity.

Mr. Flood will be talking with his family to determine a date for the Reading Garden dedication. Margie is working on a name plaque for Mrs. Russell's portrait in the Teen Loft and seeking a way to best attach the name plaques to the benches in the Reading Garden.

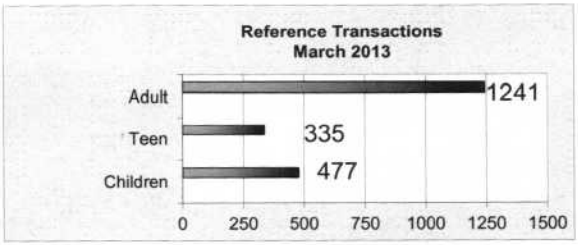
Margie distributed a handout about recommended hours of operation for Anchor Libraries. Per the Statewide Master Plan, it is recommended that Anchor libraries, such as Dover, be open 70 hours per week. Dover is currently open 66 hours per week. Beth asked if any of the Anchor libraries in the area are open 70 hours; Margie wasn't sure.

Margie expressed concern about the BTOP grant, which ends this September. The State Librarian, Dr. Annie Norman has enough money to staff the program until January 2014. The Job center project has been enormously successful.

Meeting adjourned at 6:00PM.

Next meeting: May 21, 2013

DOVER PUBLIC LIBRARY



Circulation	March '13	FYTD '13	March '12	FYTD '12
Dover Residents	21,133	169,113	17,536	147,275
E-Books	1,129	8,387	704	2,438
Kent Residents Total -	16,976	145,417	14,737	128,802
~Harrington	199		216	
~Milford	211		148	
~Smyrna	1,352		721	
~Unincorporated Kent Co.	15,214		13,652	
Non-County Residents	2,127	18,532	2,175	16,551
New Registrations				
Dover Residents	333	3,245	211	1,761
Kent Residents Total -	165	1,105	62	694
~Harrington	0		1	
~Milford	6		1	
~Smyrna	19		7	
~Unincorporated Kent Co.	140		53	
Non-County Residents	7	98	9	87

Registered Library Users as of 3/31/13		Registered Library Users as of 3/31/12	
City of Dover Residents	19,961	City of Dover Residents	18,183
Kent County Residents	12,912	Kent Co. Residents	13,425
Sussex County Residents	359	Sussex Co. Residents	332
New Castle Co. Residents	529	New Castle Co. Residents	722
Out of State	62	Other	71
TOTAL	33,823		32,733

Other				
*Visiting Patrons	28,501	241,791	31,364	275,473
Meeting Room Usage	1,588	8,388	120	620
Photocopier Usage	1,272	11,355	2,071	13,029
Computer Printing Usage	2,779	17,449		
Dial-A-Story	N/A	1,911	670	7,766
Computer Usage	4,795	35,358	3,949	36,647
Inter/Intralibrary - Loaned	64		0	
Inter/Intralibrary - Borrowed	53		31	
Holds Sent	3,598		4,495	
Holds Received	3,127		2,916	
TOTAL	6,842	51,601	7,442	63,048
Tech Services/Items Added	1,544		1,790	
Tech Services/Items Deleted	672		2,644	

Monthly Highlights

- ►391 attended 31 program for adults.
- ►105 attended 15 programs for teens.
- ►689 attended 24 programs for children.
- ►30 volunteers completed 289 hours of service.

* Estimated Figure

Job Center Statistics

	March 2013	March 2012
Number of Walk-in Hours Open	42	44
Number of Walk-in Participants	159	219
Resumes and Cover Letters (Created/Edited/Critiqued)	24	0
Mock Interviews Conducted	1	2
Job Center Volunteers	13	25
Number of Volunteer Hours	40	70.5

136 attended 21 programs/classes coordinated through the Job Center.

75 cents

Delaware State News

Vol. 113, No. 243 — The State Capital Daily — Thursday, April 4, 2013



Delaware State News/**Eleanor La Prade**

Dover Library's Reading Garden dedication

From left, Dover Public Library Director Margie Cyr, Dover City Councilman Adam Perza, Dover Mayor Carleton Carey, Dover Library Foundation President Dorothy Snyder, Jim Flood, and councilmen Wallace Dixon and Bill Hare prepare for the ribbon-cutting at the Mary Clark Flood Reading Garden on Wednesday afternoon. **See Story, Page 8.**

Dover library dedicates Mary Clark Flood Reading Garden

By Eleanor La Prade
Delaware State News

DOVER — Friends, family, Dover city officials, and library staff gathered to dedicate the "Mary Clark Flood Reading Garden" Thursday at the new Dover Public Library.

Mary Flood, who died in February 2012, was a long-time reader, advocate for education, and library supporter. She moved to Dover in 1959 with her husband Jim, the longtime editor and publisher of the Dover Post.

"She has been in my mind a real lady, wife, mother, grandmother, and a true library supporter," said Dorothy Snyder, president of the Dover Library Foundation, who first met her at a book club.

Not only were the Floods big donors to the library, said library director Margie Cyr, they also helped the library through their work in the community. The library just moved to a new building in September.

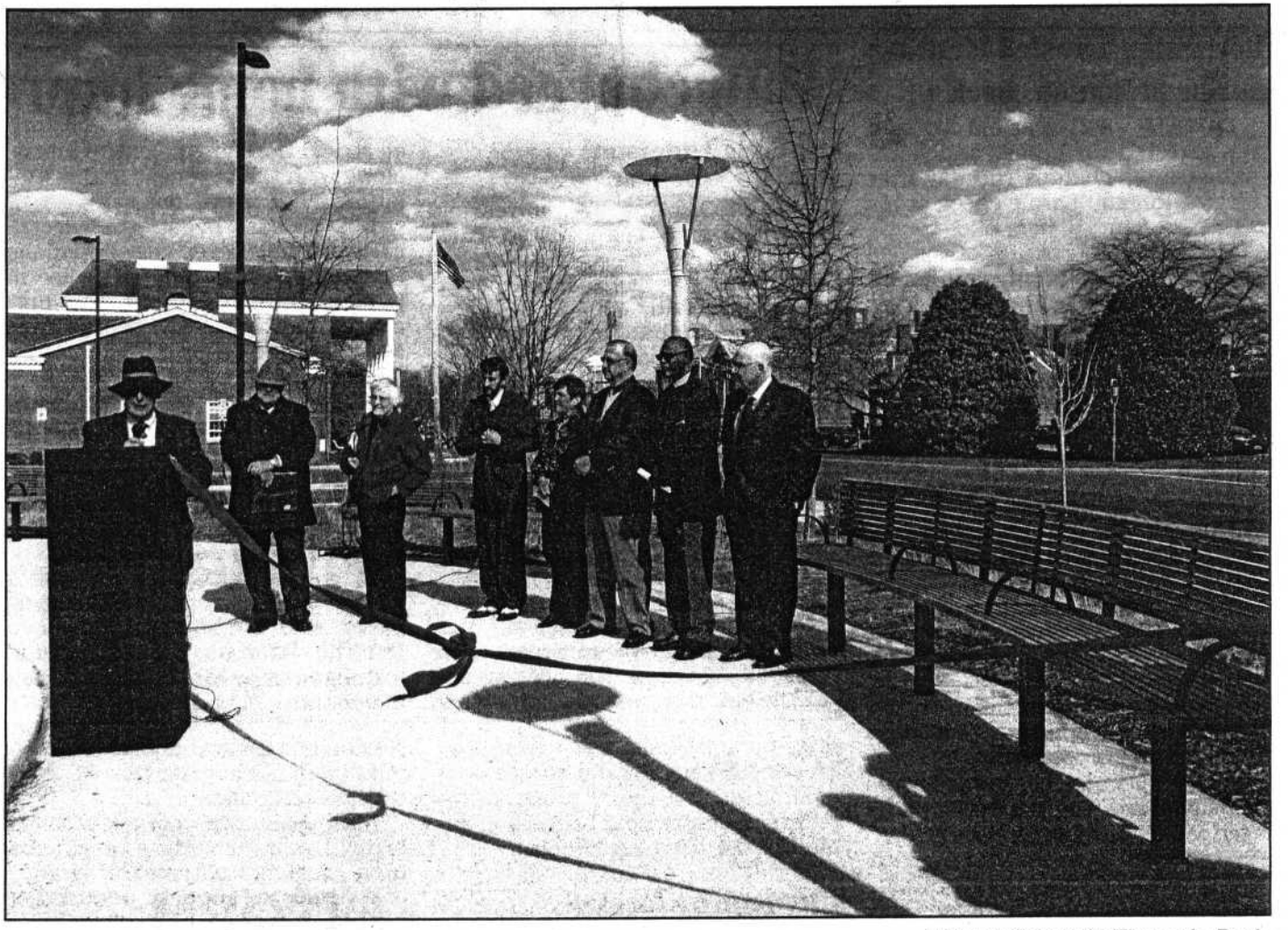
"There was no other family that was more supportive of this library project, and of me in particular," Ms. Cyr said.

Following opening remarks, Mr. Flood, standing beside Dover Mayor Carleton Carey, Ms. Snyder, Ms. Cyr, and city councilmen, cut the red ribbon before the plot of land in front of the library.

Mr. Flood remarked that many book members of the couple's book club were in the crowd Thursday.

"We enjoyed the experience very much," he said. "I even read some of the books. Mary read all of them."

He rattled off the books still on her night stand — everything from Oscar Wilde plays to a biography of Abraham Lincoln, as well as Reader's Digest, book catalogs, and suggested reading lists from newspaper stories.



Delaware State News/**Eleanor La Prade**

Jim Flood addresses the crowd shortly before he cut the ribbon for the Mary Clark Flood Reading Garden. From left, Dover Mayor Carleton Carey, Dover Library Foundation President Dorothy Snyder, Dover City Councilman Adam Perza, Dover Public Library Director Margie Cyr, and Councilmen David Bonar, Wallace Dixon, and William Hare stand by.

"I'm reminded of my wife in many ways, but this was particularly fitting because she was such a great reader," he said.

A plaque — "The Mary Clarke Flood Reading Garden" will be placed in the middle of the garden.

"We wanted to honor Mary and her love of reading and her commitment to libraries in a public way," Ms. Cyr said.

Staff writer Eleanor La Prade can be reached at 741-8242 or elaprade@newszap.com.

DOVER POST

www.doverpost.com
1196 S. Little Creek Road
Dover, DE 19901
phone (302) 678-3616
fax (302) 678-8291

Clarissa Williams.....PUBLISHER
Jesse Chadderdon.....EXECUTIVE EDITOR
Stacey Poore.....OPERATIONS MANAGER
Kathy Jo Robbins....MULTIMEDIA MANAGER
Kim Naylor.....CIRCULATION MANAGER
Jim Flood Sr.....PUBLISHER EMERITUS
Necia Razzano.....MARKETING & HUMAN RESOURCES MANAGER

Published on Wednesdays and Saturdays at 1196 S. Little Creek Road, Dover, DE

Mailing address Dover Post, P.O. Box 664, Dover, DE 19903
Subscription rates $39/12 months, $24/6 months, $19/3 months, $1.00 per copy on newsstands
Office hours 8 a.m.-5 p.m., Monday-Friday
Circulation/Distribution Comments or concerns, contact us at 302-346-5444 or circulation@doverpost.com

Acceptance of advertising is subject to the approval of the publisher. Publication of an advertisement does not constitute an agreement for continued publication. Publisher assumes no financial responsibility for typographical errors nor omission of copy. Liability for such an error shall not exceed the cost of space occupied by the error. Notice of errors must be given within 72 hours of notification.

A GATEHOUSE MEDIA, INC. COMPANY

SINCE WEDNESDAY

A bookworm gets a garden in her memory

By Sarah Barban
sarah.barban@doverpost.com

Mary Flood was known for many things — her generosity, her ladylike personality and her intelligence.

One of the things she was most known for was her love of books and reading. This love led Mary and her husband Jim to be huge benefactors of the new Dover Public Library.

In fact, many credit the couple with being one of the most important driving forces behind bringing the new library into existence.

"Jim and Mary were supporters of the new library since the beginning, since the first drawing concepts were created," said Dover Mayor Carleton Carey. "I'm honored to be here to dedicate the garden in honor of Mary."

INDEX

Police 9
Obituaries 10
Where/World 13
Puzzles 17
Calendar 22
Sports 23
Worship 24
Classifieds 25

Now, just a year after her death, the Dover Public Library has found a way to pay Mary back for her efforts. On Wednesday, the Dover Public Library held a ribbon cutting to dedicate the facility's reading garden in honor of Mary.

"Mary was a wonderful person; they don't come any better," said Dover City Councilman Adam Perza. "Now Mary will be reading over the shoulders of children in this garden."

The Floods moved with their family to Dover in 1959, when Jim took a job as the bureau chief for *The News Journal*. They moved to Washington several years later where Jim worked as an administrator for Sen. James Boggs before returning to Dover in 1975 when the family founded the *Dover Post*. The Floods sold the newspaper group in 2008, though Jim continued to write a column for the paper until earlier this year.

"Mary loved reading and she loved Dover," Jim said of his wife.

During the dedication ceremony James talked about the books that are still on his wife's nightstand and about what her

SEE FLOOD, PAGE 6



Dover Mayor Carleton Carey and James Flood were on hand to cut the ribbon at the dedication of the Mary Clark Flood reading garden. SARAH BARBAN PHOTO



Jim Flood made a speech telling the crowd a bit about his wife during the dedication of the reading garden in her honor. SARAH BARBAN PHOTO

FLOOD

FROM PAGE 3

books say about her. Her nightstand held everything from a children's book to mysteries, to political biographies, which fed her love of history. Jim mentioned two works in particular.

"On the bed stand in one volume were two plays by Oscar Wilde, 'An Ideal Husband' – who was she thinking of? – and 'A Woman of No Importance.' That certainly was not Mary," Jim quipped.

According to Mary's daughter-in-law, Helen Flood, Mary also loved helping others learn to read.

"I supervised the HOST program at Capital Schools and Mary worked as a mentor," Helen said. "Mary loved working with kids. She came once a week for over five years and helped children learn to read."

One of the things that fostered Mary's love of reading was book group that she and her husband were a part of for 25 years. Many of the group's members turned out for the dedication. Dorothy Snyder, president of the Dover Library Foundation, was a member of the book group along with the Floods.

"Mary was a wife, mother, grandmother and true library supporter. Over the past decade she contributed major funding," Snyder said.

A stone marking the are as the Mary Clarke Flood Reading Garden has been placed in the grassy area, surrounded by benches in the front of the library.