Minutes

Dover Public Library Advisory Commission
November 18, 2014 at 5:00 PM
Conference Room

In Attendance: Zach Carter, Margie Cyr, Lois Dunning, Gertrude Jackson, Beth Petit de Mange, Dorothy Snyder and Bob Wetherall

The meeting was called to order by Dorothy at 5:01PM

After a review of the Minutes from September 16, 2014, Beth made a motion to approve them as submitted, Zach seconded the motion. All were in favor. Motion passes.

Margie handed out an updated statistical chart from the previous meeting, which had incorrect data on it. Some statistics still seem to be leveling off. The computer use is high; wireless usage is getting higher; program attendance fluctuates; and the new library cards are leveling off.

We are still having the issue with the leak on the green roof. City workers tried to drain the lines today; but were not able to, which may indicate a broken line. They're coming back with a more heavy duty air compressor. The elevator has a couple of recalls that we are waiting for KONE to take care. Everything else is in good shape.

Margie announced that Becky Norton, Assistant Library Director, has submitted her resignation. Her last day was two weeks ago. Interviews will be conducted on December 5. All other library positions are filled.

Zach did not have much to report on the Council on Libraries. The Library Town Meeting will be held from 9AM – 2PM on December 4 at Delaware State University.

Bob reported that the Friends met about two weeks ago. They would also like to financially support the Maurice Sendak Exhibit in 2016. Barbara Qaissaunee has resigned due to health issues; and Ann Stewart has volunteered to take over the membership drive. Margie said that the Friends are having a special sale beginning on Black Friday and in January are planning to do the buy 1, get 1 free sale again. They also want to do something in recognition of library staff sometime after Christmas.

Margie shared that the Foundation has about $77,000 that has been set aside as a permanent endowment. At the last meeting, the board made a decision to invest it at the Delaware Community Foundation. The Friends also have an endowment of approximately $3,000 and are interested in merging it with the Foundation. Bob will be reaching out to Donna Stone, who is the local representative for the Delaware Community Foundation, to find out the process to merge the two endowments. We sent out an annual appeal a couple of weeks ago and have received a few gifts so far.

The DAFB project is still ongoing. The project was much more involved than ever imagined. Since we use the same database, we thought it would only be a matter of merging the two holdings together; however, the Air Force had turned the Sirsi database off and was only able to retrieve some of their records. All the non-fiction and non-book materials had to be re-cataloged. With help from DDL we've been able to get most of the materials cataloged.

Margie also mentioned that we have been asked to cut 2% out of budget for next fiscal year. We did receive a small increase in State Aid this year.

Zach made a motion to adjourn, Beth seconded the motion. Meeting adjourned at 5:26PM.

Next meeting: January 19, 2015