

Dover Town Library Board of Trustees Meeting
4/11/23, 8:30 am
Dover Town Library

Attendees:

Trustees: Erin Rodat-Savla, Judith Schulz, Adrian Hill, Peter Hoffmann, Tracy Tobin, Ameer Tejani
Director: Bethany Klem

The meeting was called to order at 8:33 am by Ms. Rodat-Savla.

Community Comments: None

Minutes: 3/14/23; a motion to approve the minutes was made by Ms. Tobin, seconded by Ms. Rodat-Savla, and unanimously approved by the Trustees.

May Town Newsletter: Ms. Tobin asked if anyone had news to share. Suggestion to include content related to long range plan. Information will be submitted directly to Ruth Townsend if applicable.

Revised Meeting Room Policy: Draft for review will be distributed soon. All comments should be sent directly to Director Klem.

PR Firm: Town has hired a PR firm to help with Town Meeting and all other avenues of communication with residents. Want improvement in this area!

Finance:

- **Utility costs** are very high! This is due to primarily to large service rate increases vs. more use. The library's "electric utility" line item is already over budget with this week's payment; the expectation is that it will be over by \$10,000-11,000 by the end of the fiscal year. Alternatively, our "fuel" line item might be several thousand dollars under budget by the end of the fiscal year. Director Klem is suggesting a reserve fund transfer of \$7,000 for the "electric utility" line item.
- A motion to support Director Klem in requesting a \$7,000 reserve fund transfer from the Town to cover the "electric utility" line item was made by Mr. Hill, seconded by Ms. Tejani, and unanimously approved by the Trustees.
- **New website:** Our "virtual branch". Three vendors were asked to put together a bid. Preliminary quotes range from \$17,000-39,000. Additional questions will be asked before making a decision. Need to make sure comparisons are "apples to apples". State procurement laws require libraries to accept the lowest quote as long as all project requirements are met.

- Where should funding come from for this project? Three options: Gift Fund, Hovey Fund, State Aid. Leaning toward the Hovey Fund, but nothing finalized/voted on yet.
- Following a conversation between Trustee Hill and Carl Valente (Interim Town Administrator), the *Sanger Trust Fund* (restricted part), which is inexplicably missing \$1000, will have this discrepancy reimbursed by the Town's "General Fund".

Director's Report: Trustees discussed key items of interest with Ms. Klem.

- Staffing losses: Several recent departures, but all for good reasons. Many qualified candidates to interview (although a lot of libraries are currently hiring also). Should be fine if we get through the first week of May. Staff has risen to the challenge!
- Accounting office appears to have finalized FY22 transactions, which is an improvement from last meeting.
- Sherborn Library will have their ribbon cutting ceremony on Saturday, 4/29. Project began in 2016 and there were lots of delays/challenges with construction. They are now happy to be open and the space is beautiful!

Massachusetts Library Legislation: Director Klem reviewed current situation.

- Attended Library Legislative Day on 3/15: around 300 attendees and 30 State legislators. Great event!
- E-book issue for libraries: they are treated differently than print books. While libraries can purchase print collections at steep discounts, this is NOT the case with e-books. Publishers have argued that e-books are sufficiently different from print books that usual protections afforded to libraries by copyright law and fair use doctrines should not apply. Consequently, e-books are very expensive to purchase, which has led to limited supply and long wait times.
- At the Dover Town Library, we have about 20% of our collection as e-books. The wait time is usually 42-44 days, which is much longer than the wait time for print books.
- E-book bill that Representative Ruth Balser is sponsoring takes a consumer protection angle (vs. copyright protection angle) to ensure fair and equitable licensing terms. Director Klem (and many other MA library directors) are advocating for this bill to be passed.
- What level of advocacy should the Trustees (and library patrons) take on this issue? Will revisit at a future meeting.

Friends of the Dover Library: Ms. Tobin provided an update.

- Friends have not met since the last Trustee meeting; will meet on Friday, 4/14.
- Cheers for Books is Thursday, 5/11. Please come, invite friends, and help out if you can.
- T-shirt contest has been completed; winners selected and shirts available for purchase.

Board Operations:

- It would be great if some of us could attend the Sherborn Library ribbon cutting to show our support: Saturday, 4/29, 11am-1pm.
- Friendly reminder to complete the **required** State “Conflict of Interest” training online.
- Reception for the Amelia Peabody Charitable Foundation (as recipients of the Trustee appreciation/recognition award): targeting 6/14 or 15 around 6pm. Once a date is set with the Foundation, we can talk more about event details. Also working on creating a plaque for the lobby to inform the public more about Amelia Peabody, her work, and contributions to Dover.
- Town Meeting: Monday, 5/1.
- Next Trustee Meeting: Tuesday, 5/9.

Meeting was adjourned at 9:45 am.

Respectfully submitted by Tracy Tobin.

Documents referenced in these minutes are available upon request from the Town Clerk’s Office.