

## **FRIENDS OF CAANAN TOWN LIBRARY**

Minutes of Meeting

September 12, 2011

Canaan Town Library, Canaan, NH

PRESENT: Joanna Carr, Pat Danielson, Shari Keller, Nancy Loomis, Susan Quinlan, Amy Thurber, Ann Wadsworth, Karen Wolk

Meeting called to order at 7:10 p.m.

**Minutes of August 11, 2011 meeting accepted as written.**

### **TREASURER'S REPORT: Pat Danielson**

Bank balance as of September 1, 2011 is \$4645.04 with an additional \$12 for membership and donation.

### **LIBRARY WISH LIST: Amy Thurber**

Amy distributed a detailed copy of the Library Wish List as of July 20, 2011.

- A Digital Camera: PowerShot SX130 IS 12.0 Megapixel was purchased for \$179.00 at Best Buy. (Engraving for the Projector and Camera – Lori from the library has an etcher).
- Bulletin Board: Amy awaits a cost estimate from MTD's for the Framing as well as a Community Events Board.;
- Big clock for front wall: Beth Wolf is researching with Amy an appropriate size and cost; it was moved and seconded to proceed with FOL funding for this purchase.
- Computer Table: arrived and it matches the chairs. No bill received yet. MTD's will create keyboard trays and drawer fronts for the circulation desk. The cork for the bulletin boards are remnants donated from a church renovation in Grafton.
- Reads-to-Go Kit - \$180.00 is the cost of 14 issues of one book with one large print. The book that was chosen is Faithful Place and will take about a month to receive. Canaan's Town Library would own this 'book bag' as part of the statewide book club lending system
- Funds to host a children's performer for Summer 2012 (\$150). The library would apply for a "Kids, Books and the Arts" grant from the State Library. If awarded, the grant would cover all other expenses for the performer. The Library would pay an initial \$150. The ice-cream social on 7/30 went very well. Discussion to piggyback next year's performer with the Lion's Club concerts in the park as a big town event.
- Bench for the Lift entrance: on hold at present. there is no realistic space for a chair or table, since the list is meant to be for wheelchairs or other assistive devices Also, the lift area is still in need of repair; the sheet rock is water damaged. Benches for the outside would need polyurethane maintenance.
- CD/DVD cleaner: (Denise has the information)
- Indoor plant duty: We need good pots and dedicated waterers. Amy would like volunteers to evaluate a good array of plants. Susan said that she could provide a bouquet on Wednesday's that should last through the week. Good vases needed

- Projection Screen to hang from proscenium: tabled at the present
- Flat screen monitor/digital picture frame for front entry to advertise events: Allan Treadwell is investigating pricing. The Library has an old computer that Amy and staff would like to use as a card catalogue downstairs. Allan could install this for \$200.00 and maintain each year for \$75. Shari Keller moved that FOL funds be used for the installation and maintenance of the computer for the first year. Karen seconded the motion and the vote was unanimous.
- Outdoor sign: Gary Wood and Amy designed a sign years ago. The town must give permission to hang the sign. The cost of the sign will be discussed at the Friends of Canaan Village meeting tomorrow and the possible joint funding of the sign with the FOL. The sign would be painted white to mimic historical markers in Canaan.
- Additional item: coat rack – Nancy Loomis can lend one, as can Joanna donate a Shaker peg rack – to be further explored.

**LIBRARY WEB SITE:** Amy reported that the web site will be 'live' in a few weeks. Amy will forward pre-existing information about the library to the new site. The FOL will have a special link. The issue is to have a greater presence on the web and in town. Susan has volunteered to create a mock-up of a web page. Some concerns were expressed about the need for simplicity of the site, and it was agreed to set up a sub-committee to further explore the various approaches. Karen, Ann & Susan will be the sub-committee.

#### **MEMBERSHIP DRIVE:**

Discussion to have better communication and visibility of FOL activities.

- Need for a welcome letter for new members. Karen Wolk, Ann Wadsworth and Susan Quinlan to draft a letter.
- A suggestion was made to cancel the October FOL meeting and to have a small welcoming event for new members at November's meeting date. It was moved, seconded and approved to send Susan's welcoming letter to the current 3 new members.

#### **SPRING (2012) PLANT SALE:**

Nancy Loomis is in need of strong backs to help dig up flowers/plants for her holding beds for next year's plant sale. She will send out an "SOS" email when she would like to start. It was suggested that 4-H members might also be useful. It was moved, seconded and approved to allocate \$200.00 for plant expenses (which could include labor, mulch, etc.)

#### **FREQUENCY OF FOL MEETINGS:**

In reference to the August meeting's discussion/suggestion to reduce the number of meetings per year, it was suggested that meetings be cancelled "as needed" since a complete by-law change would be required to formally reduce numbers of meetings.

#### **TAX EXEMPT STATUS:** Pat Danielson

Pat received a notice from the IRS that our tax exempt status has expired since we haven't filed in 3 years! (Meanwhile, we just received T-E status this Spring! Animated discussion ensued about the required response. Suggestion to keep it simple and short was agreed upon, but to send letter by Certified mail.

Meeting adjourned at 8:30 p.m. Ann Wadsworth, Secretary