

**Minutes of a meeting of the  
FRIENDS OF CANAAN TOWN LIBRARY  
May 9, 2011  
Canaan Town Library, Canaan, NH**

**Present:** Lola Baldwin, Kate Bradigan, Joanna Carr, Pat Danielson, Sharry Keller, Nancy Loomis, Susan Quinlan, Amy Thurber, Ann Wadsworth, Karen Wolk.

President Susan Quinlan called the meeting to order at 7:05 PM.

The minutes of the April 11, 2011 meeting were unanimously accepted as amended.

**Report of the Treasurer:**

Bank balance as of May 8, 2011 is \$1967.99. Pat provided a handout listing recent expenses and income. Final figures from the Spelling Bee revenue: \$165.00 from registrations, \$96.00 from our half of the 50/50 raffle, and \$198.00 from food, additional \$40.00 donations from cookies. Expenses were \$192.93, primarily for the white boards, markers and erasers, with a total profit of \$306.07.

Susan noted that Barbara Bickel and library trustees Cindy Niely and Patsy Carter were absent from our meeting because they were attending the New Hampshire Library Trustees Association meeting. In their absence, Amy combined the **Report from the Library Trustees with the Report of the Librarian:**

Renovations update: Some new bookcases are already installed and six more rows will be added May 10, with additional bookcases to follow. Those against the street-side wall are in good condition and will remain until additional funds are available. Some of the old bookcases are going to the new location of the Indian River Nursery School. The Library will be closed May 20 and 21 for the installation of the new circulation desk. Still needed are a new computer table, new computer station chairs, rug runners and perhaps some items for the new circulation desk to be determined once it is installed and in use.

At their last meeting the Trustees took up the issue of the Annual Fund Appeal and are considering the possibility of this item falling to the Trustees rather than the Friends of the Library. In this way the Trustees may raise funds for operating expenses to offset an anticipated reduction in library funding allocated in the Town budget next year.

Library book sale held May 7 was deemed successful with an income of \$773.50, which is a high average income for the spring book sale.

**501 c 3 Update:**

Pat reported that the application is complete with appropriate financial information. The by-laws needed for the 501 c 3 submission were reviewed line by line and amended as needed. Kate Bradigan made a motion to accept the by-laws as amended, seconded by Sharry Keller. **It was unanimously approved to accept the by-laws as amended.**

Nancy Loomis made a motion to appropriate from the Friends bank account the \$400.00 needed to accompany the 501 c 3 application, seconded by Kate Bradigan. **It was unanimously approved to appropriate from the Friends bank account the \$400.00 required for the 501 c 3 application**

Kate presented the Articles of Association that she adopted from information found on the internet. The Articles are also a required component of the 501 c 3 application.

Joanna offered to proof- read the Articles before we submit them. Pat made a motion that we accept the Articles of Association as submitted, as proof-read by Joanna, seconded by Nancy Loomis. **It was unanimously accepted that the Articles of Association by accepted as presented.**

Officers of the FOL will sign the Articles and the entire application will be mailed by May 15, the deadline for filing.

#### **Librarian's Wish List;**

Amy distributed a wish list of items for the Library, with the items listed in order of preference. Since she compiled the list, a library patron made a donation that will cover the area rugs and the Cardigan Mountain Artist Assoc. donated an art hanging system.

Nancy Loomis made a motion that the Friends authorize funds from the Friends bank account for Amy to purchase three computer chairs and a multi-media projector for the Library, seconded by Lola Baldwin. **It was unanimously approved that Amy purchase three computer chairs and a multi-media projector to be reimbursed to the Library by Friends of the Library.**

#### **Plant Sale:**

Plans for the Plant Sale to be held June 11 from 9-2 were discussed and Nancy made requests for the help she needs. There are 90-100 plants in the holding beds set up last fall, which makes potting plants for the sale much easier than in past years.

We will start digging plants week of May 16, mornings 9-12. Pots for plants are in the attic of Nancy's shed.

Sale volunteers also needed.

Sharry has water-proof markers for labels. Labels will be done at the time of potting.

Bring plants to Nancy's house. Elwin Niely will again provide his trailer for taking plants to the library.

Publicity: Susan will make a small poster and contact the billboards we used last year.

Lola will contact Valley News who will hopefully publish a picture. Amy will make a bookmark to hand out at the Library.

Nancy will send updates/appeals for help via email since the sale will happen before our next meeting.

Lola distributed an outline of what is required for an annual appeal. Since the Trustees may take on this task, FOL members are invited to attend the next Library Trustees meeting May 16<sup>th</sup> (the 3<sup>rd</sup> Monday of the month) to contribute to this discussion.

**Library garden:** Clean-up is Saturday May 14 at 9 a.m. We have a few plants to move. It was noted that plants in the "donut", including many daffodil bulbs, are not doing well. Otherwise the garden is in good shape.

There being no further business, the meeting was adjourned at 8:45.

Respectfully submitted by Karen Wolk, Secretary