

## **Canaan Town Library Trustees Meeting Minutes**

**December 17, 2012**

Present: Denise Reitsma – Chairwoman, Cindy Neily – Treasurer, Susan Remacle – Secretary

Valerie Fleischer, Patsy Carter, Bob Reagan – Selectmen's representative

- Minutes: November 19, 2012 meeting read and approved.
- Treasurer's Report:
  - The Brundage Foundation has approved a grant for \$6,000.00. Not in this month's Treasurer's report figures (report already printed) but grant has been deposited.
  - Library Director and Town bookkeeper will get together before the end of the month and determine if the library owes the town any funds.
- Librarian's Report:
  - Scrabble-Saturday had no participants; might be better to do this in other months, perhaps January-April.
  - Glass showcase in library entry is 'up-and-running' and getting good feedback. Going to use this both to showcase library items and as a venue for outreach to local schools, etc. for displays that they may want to provide.
  - "Christmas in Canaan" a big success, tons of folks through the door, 250 bookmarks made.
- First draft of narrative for the Town Report has been written, Denise will edit with contributions from this meeting, and send to Amy. Amy will put this with 'facts & figures' from library and give to Town Administrator for inclusion in Town Report.
- Cindy has talked with Lola Baldwin from the Friends of the Library group, and Lola will come speak to the trustee's group in March or April. We will be discussing development ideas; annual funds, gift solicitation, etc.
- The Library Director's evaluation has been completed.
- Trustees went into non-public session to discuss personnel matters.
- Evaluation will be finalized, sent to Trustees and Director for feedback, final edits made and we will schedule an executive session for next month's meeting.
- Next meeting: January 21, 2013; 7:00 pm at the Library.

sar: 12.28.12