

## Canaan Town Library Trustees Meeting Minutes

February 17, 2014

Present: Denise Reitsma, Cindy Neily, Susan Remacle, Kathleen Peters, Valerie Fleisher, Amy Thurber, Bob Reagan

- Minutes: January 20, 2014 minutes approved.
- Treasurer's Report:
  - Valerie Fleisher has resigned from the board; Cindy Neily will resume the Treasurer's duties for now.
  - After town meeting the final numbers for FY 2013 will be entered; however, year-end tallies have been computed, and Cindy will write check this coming week to Town to finalize FY 2013 budgeting.
  - We have been, and will continue to, receive fiscal figures via email from the Town.
- Librarian's Report:
  - Library e-newsletter is showing good 'open-rate'. Also using the e-newsletter to alert patrons to closed library due to inclement weather .
  - Collaborating with Recreation Dept. of Canaan, the library will be creating and hosting a Trivia Night. The tentative schedule is every Tuesday evening in April.
  - Creating a Memoir Writing class, with help from volunteer L. Heikes. Tentative schedule will be Friday mornings in May.
  - Our librarian, Amy, will be presenting as part of a panel discussion at the NH Library Association Conference in April.
  - Our Long Range Plan activities continue apace, with much programming, outreach and collection activity.
  - The NH State Library report has been filed.
  - Library staff evaluations are in progress.
- Other Business
  - Library Policy Overview: We reviewed and approved our Book and Materials Donation Policy. We had an in-depth discussion regarding the Technology Use Policy; Amy will incorporate revisions and rewrite this policy for approval at our March meeting.

- Discussion around possible candidates to complete Valerie's term. Two or three possibilities were mentioned, and we will contact them, in turn, and request the first person interested to join us at our next meeting.
- Chairwoman Denise Reitsma will not be present for next meeting.
- Our next meeting will be March 17, 2014, 7pm at the Library.

sar: 02.24.14.