

Canaan Town Library Trustees Meeting Minutes

June 15, 2015

Present: Denise Reitsma, Cindy Neily, Susan Remacle, Kathleen Peters, Kim McQuaid, Mike Samson and Bob Reagan.

- Minutes of May 18, 2015 approved.
- Treasurer's Report:
 - The final payment request has been submitted to the Town's treasurer to pay MTD's for the new bookcases (this will show in next month's revenue sheet).
 - Mike Samson, Town Administrator, joined our meeting to discuss a housekeeping/procedural issue regarding the Trustee bank account.
 - Items on the Town's CIP plan need to cost at least \$5,000, and be used over 5 years.
- Librarian's Report:
 - There had been an issue with the hot water heater; this has been fixed.
 - The front steps of the library are being fixed now; patrons are using the back door or entering via the lift.
 - The library programming is going strong; this year we are offering a "preview" of the Meetinghouse Readings. This will take place June 22, at 6:30 pm.
- Other Business:
 - Discussion about including video 'snippets' of programming and/or previews of upcoming programming at the library in our newsletter and on the library Facebook page; who would do this/what equipment would we need?
 - Discussion regarding gifts given in memory of Steve Therriault has been tabled until our next meeting.
 - Solicitation and Display policy will be reviewed and voted on at next meeting.
 - We discussed gift giving to our library. We will formulate a gift card for donors to sign. We will review and discuss our Gift Policy at a later date.
 - Our next meeting is August 17, 2015.

sar: 06.19.15