

Canaan Town Library Trustees Meeting Minutes

February 19,2018

Present: Denise Reitsma, Susan Remacle, Kim McQuaid and Amy Thurber, Library Director.

- Minutes of January 22 approved.
- Treasurer's Report
 - Have researched which Trustees are signatories on the Library bank account: S. Remacle, D. Reitsma, K. Peters, and K. McQuaid are signatories.
 - We have applied for a debit card for this account.
- Librarian's Report:
 - Settle-up amount for the Trustees to give to the Town of Canaan for FY2017 expenditures is \$17,477.77; this amount was voted and approved to be remitted to the Town.
 - Amy is training some staff members in the art of weeding the collection so more staff will have the ability to perform this vital task.
 - The library is adding to our collection board games and puzzles.
 - Programming continues to be a big draw for our patrons; we will have an off-site program "Kielbasa-making Workshop" at the Co-op in Centerra Park in Lebanon on March 1. Our last off-site program here was well attended.
 - We will be joining forces with the Enfield and Grafton libraries for a communal program "Junk to Funk" for the Summer Reading program.
 - We are in the process of scheduling a dedication ceremony for our Little Free Library; Amy will follow up, again, regarding the plaque for the LFL.
 - Amy will be attending the Public Library Association Conference in Philadelphia, PA., taking place in March, 2018.
 - Amy is organizing the staff evaluations, and they are on track to be completed at the end of March.
- Other Business:
 - During a discussion regarding an upcoming program, it was noted that we do not have a Program Policy. The Trustees will be formulating that policy.
 - The Trustees went into Executive Session to discuss the upcoming evaluation of the Library Director.

sar: 02.22.2018