

Canaan Town Library Trustee Meeting
11/15/2021

Present: Angie Robinson, Susan Nero, Amy Thurber, Derek Herro, Kathleen Peters, Laura McDermott, Cindy Neily, Judy Labrie, Sherri Withington, Cheryl Junker

Minutes from Oct. 2021 approved.

Treasure's Report:

- Sherri Withington came from Mascoma Bank. The balance of the town has exceeded the available insured amount. The library has been asked to assist in this issue. She suggested we create an Insured Cash Sweep account in addition to the general account. There are two choices with that: checking with 0.05% interest rate or savings with 0.2% interest rate. The checking option has the ability to have unlimited transactions. The savings option has a limit of six withdrawals per statement cycle. This makes sure that the money the library has remains insured.
 - Sherri Withington can be reached at sherri.withington@mascomabank.com or via telephone: 603-443-8731
- Motion to move the funds to a ICS checking account to make sure the funds are insured. All approved.
- Motion to keep \$100 in the regular checking account. All approved.
 - Laura McDermot will need to do the paperwork. The process should take about a week.
- Donation of \$400 from the Henry P. Brown III and Patricia B Brown Charitable Remainder Unitrust. No limitations. All approved.
- Treasurer's report as given out by Gloria approved.

Librarian's Report: approved as reported by Amy

- More people are coming to the library.
- Outdoor story time is still happening at the school. At this point the students will not be coming to the public library.
- Programming is going amazingly well. The arts program was well attended.
- School is starting a "bookstore" to provide books for kids who are unable to participate in the book fair. Library will brainstorm ways to participate and support it.
- Motion to accept bid for the technology needs from Follett. All approved.

Old Business:

- Kathleen and Susan have been working on the Long Range Plan. More to follow.
- Emergency Management Plan
 - Reviewed with trustees. Angie will format it and we will vote on approval at our next meeting.

Friends of the Library

- Judy and Larry Labrie are interested in building, installing and maintaining a Little Free Library at the town beach. They will present a sketch and proposal to the trustees.
- The landscapers have cleaned the gardens

New Business:

- Christmas in Canaan is on December 11 from 3-6pm.
 - Some new books need to be purchased. Motion to spend \$1000 for books to pass out for Christmas in Canaan. All approved
 - Basket raffle will be provided by the Friends of the Library for guessing the number of ornaments in a tote.
- Annual Budget meeting with town: Dec. 2 @7 at COT with zoom option

Next Library Trustee Meeting: 1/24/2022 @ 5:45