

Canaan Town Library Trustee Meeting
2/21/2022

Present: Angie Robinson, Susan Nero, Amy Thurber, Derek Herro, Kathleen Peters, Laura McDermott, Cindy Neily

Minutes from 1/24/2022 approved with corrected dates

s Report:

- There was a discrepancy on the budget from Gloria that was resolved and recorded. The current treasures report as sent out from Gloria for this month shows the differences as resolved in the January budget

Donations:

- Trustees of the Trust Funds of Canaan brought to light some money that was due to the library has not been given. A donation from the Trustees of the Trust Funds from three different trusts was given to the library consisting of \$1725.02, 5119.20, and 9039.15. In the future, the Library Trustees should request this money annually in November.
- \$100 was received from Wayne and Beverly Chapman
All donations were approved.

report was approved unanimously.

Librarian's Report: approved as reported by Amy

- Weeding Adult nonfiction materials is continuing
- Kanopy has had 48 plays.
- New file server migration began today.
- Grants: Asked by Chrystal Darling, Canaan Elementary School Librarian to write a letter of support for their grant to the CLiF Foundation for a Year of the Book Grant. Will continue our collaboration with the elementary school.
- Library Substitute: received 1 application

Old Business:

- Hot spots: We received some information on purchasing hot spots. The Friends of the Library has been given a quote. They will review it and will let us know if they will cover the cost.
- Strategic Plan: Susan Nero and Kathleen Peters put together an updated strategic plan. The rest of the trustees will review and vote to approve at our next meeting.
 - Statement of intent needed for third floor
 - Look into edits from added trustees
- Marketing Plan:
 - Looking to start targeted marketing plan for the public. Susan is the point person for the marketing plan.
- By-Laws: Have been submitted to the lawyer. We are waiting for a response from them.
- Keeping things on our radar:
 - Rail Trail partnership
 - Mascoma Rec department partnership

- Annual Meeting: Are we interested in moving the meeting from April to a more friendly time for public involvement?
- Trustees will email the suggested changes for policies and we will review them next time. A total of three policies are up for revision.

New Business:

- June 11th will be the plant sale.
- Trustee potluck this summer - outside.
- A new book box purchase will be submitted to the friends by Amy.
- Angie will compile the annual reviews.

Friends of the Library

- Cindy and Angie will go to the town trustees to address the installation of the Little Free Library.
- Friends are interested in working on the presentation of the library to demonstrate investment to the public.
 - Trimming the tree
 - Cleaning up and possibly replacing the town crier
 - Garden update
 - New book drop

Next Library Trustee Meeting: 3/21/2022 @ 5:45

Librarian's Report

February 21, 2022

Circulation January 2022

Library Materials: Migration in process!

Kanopy: 48 plays

Overdrive:

Collection

Weeding of nonfiction collection continues

File Server Project

Migration to Follett Cloud began today.

Programs

Grants

Asked by Crystal Darling, Canaan Elementary School Librarian to write a letter of support for their grant to the CLiF Foundation for a Year of the Book Grant. Will continue our collaboration with the elementary.

Budget

Donations

Beverly and Wayne Chapman \$100.00

Other

We have received 1 application for library substitute. Advertisement is in the town flash email this past week.

Respectfully submitted,

Amy Thurber

Library Director