

Canaan Library Trustees Meeting
August 18, 2026
Minutes

Call to Order:

Nick called the meeting to order at 5:50 PM

Members Present: Derek Hero, Nick Lavalley, Nan Stone and Joanna Carr (Alternate)

Members Absent: Cheryl Junker and Angie Robinson. For the purpose of voting, Joanna replaced Cheryl

Other Attendees: Amy Thurber (Head Librarian), Sadie Wells (Selectboard Ex-officio), Mike Daniels (Friends of Canaan Town Library), and Chet Hagenbarth (Town Administrator)

Meeting Minutes Review from July 21, 2026:

Nan *moved* and Joanna *seconded* a motion to approve the minutes.

****Motion approved: 3 yea, 1 abstention for non-attendance**

Treasurer's Report:

In Cheryl's absence, Amy presented the July financial report. Expenditures were as expected.

Nan *moved* and Joanna *seconded* a motion to approve the Treasurer's report.

****Motion approved unanimously**

New Business:

At Amy's invitation, Chet Hagenbarth, the Town Administrator, joined the meeting for a discussion of the Library's accounting system.

CTL, like all NH libraries, is an independently incorporated entity, not a town department. As such, its funds should be held in a separate checking account managed by the Head Librarian and for which the Librarian is accountable. This is how all the other state libraries operate, and for many years it was the way CTL did also. At some point early this century, however, the Library's funds became part of the town's General Fund. The unintended result was to separate control of the Library's funds, which remained with the librarian, from accountability for how they were spent, which passed to the town's finance department.

To rectify this situation, the Town's accountant recommends removing the Library's funds from the General Fund and placing them, once again, in a separate Library checking account by January 1, 2026. This will both address the existing accounting irregularities and reaffirm the Library's independent institutional status.

Questions focused on how these changes would be effected, administratively by the Town and financially by the Library. Chet noted these will take time to answer, and that he will work with the Library to ensure that the new system doesn't place unreasonable demands on it. In conclusion he reiterated a point made several times during the discussion: This is about getting the accounting system right. Neither he nor anyone else has concerns about how the Library has handled or is handling its funds.

Librarian's Report:

Programs:

Book Sale - \$1,093 was raised - a sum equivalent to that raised in previous years by two sales. So what was different this year?: Instead of pricing the books beforehand, all sales were by donation. Thanks to Jennifer McAllister's efforts, CTL book totes sold like hot cakes, with many buyers asking us to "keep the change" on the purchase price. Scheduling the sale to coincide with Old Homes Day also made a difference in the numbers of people who stopped by and stayed to browse and buy. As always, the sale couldn't have gone forward without invaluable help from The Friends.

Magic Fred, co-hosted with Enfield Library, on August 1, had 60 attendees

Pub Trivia has two more weeks to go. Thirteen attendees came the first week, 9 the second. Another session is planned for October.

The ice-cream social to celebrate the summer reading programs will be held on Saturday, August 23 from noon to one.

Collection:

The children's collection is being weeded by several staff members. The process includes: using circulation statistics, physical condition, and accuracy of the content to identify candidates; finding and pulling the potential discards; and reviewing them with Amy. Materials to be weeded are then removed from the catalog and prepared for sale. Amy hopes to get other members of the staff started on training soon.

Building:

Passcodes to exterior and interior doors shared with the Town Offices have been shared. Light bulbs have not yet been replaced.

Website:

Using other public library websites as guides, Amy continues to work on streamlining the Library website. A new theme has been chosen for the site, and she has seen an active preview. More changes are needed before it goes live.

Historical Society Grant Opportunity:

CHS has applied for a grant from the NH Humanities Council to host Spark! Places of Innovation. Amy has written a letter of support for their application. If the grant is approved the exhibit will be on display at CMS in February, 2017. For signing on in support, we would either host a small portion of the exhibit, create a book display, or offer a program.

Legislative Review:

The Senate Appropriations Committee voted to approve the Federal FY 2026 Labor, Health and Human Services, Education, and Related Agencies Act as it relates to libraries. The

House will be taking up the budget in September. Review of multiple bills and their current status.

Committee Updates:

The Annual Review Committee (Derek and Nan) has begun the process for Amy's review by the Trustees and requested Amy to do the same for her reviews of Library staff. Timelines are set for 9/25 and 10/25 respectively.

Friends of the Library:

New Friends officers for 2025-26 are: Mike Daniels, President; Jan Kulig, Vice-president, Jen McAllister, Secretary; Stella Butterfield, Treasurer, and Lynette Barnes, Publicity.

The Friends are excited to be partnering with the Conservation Commission in the creation of a Story Walk in the Town Forest. They are also eager to assist in the renovation of the second floor of the building.

At their next meeting the annual fund drive will be the topic of discussion

Calendar Items:

An event with the Library staff, the Friends, and the Trustees is being scheduled for October 4 at the Meeting House.

Adjournment:

Nick *moved* and Nan *seconded* a motion to adjourn.

****** The motion was unanimously approved.

Respectfully submitted,
Nan Stone, Secretary