



Canaan Library Trustees
Meeting on July 21, 2025
Canaan Town Library
Minutes

Call to Order:

5:51 pm. Nick called the meeting to order.

Members Present: Angie Robinson, Cheryl Junker, Derek Herro, Nick Lavalley and Joanna Carr.

Members Absent: Nan Stone and Sadie Wells (Selectboard Ex-officio). For the purposes of voting, Joanna replaced Nan.

Other Attendees: Amy Thurber (Head Librarian) and Cindy Neily (Friends of the Canaan Town Library).

Meeting Minute Review from 16 June 2025:

Derek *Moved* and Joanna *Seconded* a motion to approve the minutes.

****Motion approved unanimously.**

Librarian's Report:

- A reminder that the book sale will be held during Old Home Days on August 2nd. Setup is planned to begin at 8am and the sale will run from 9am – 1pm.
- The third and final Meeting House reading is planned of July 24th and the Trustees are slated to provide baked goods for attendees. The first and second reading dates were well attended with 85 and 95 attendees respectively.
- The library will be supporting the Magic Fred program to be hosted by the Enfield Library on August 1st at 10am.
- The cataloging system is currently being updated. Amy reports that the transition is going well with some minor hiccups.
- Multiple lighting outages have occurred and the library is awaiting bulb replacement by the Town's maintenance man.
- The door codes to the exterior and interior doors into the Town Office have been changed and the library staff has not received the new codes from the Town Administrator despite reaching out. Access needed to perform some job functions.
- New AC unit has been installed in the library. Thank you to Pete Thurber for performing the install.
- Local artist Shannon Bender will have an art exhibit in the library thru the month of August.
- Review of legislature updates:
 - o IMLS funding is in place thru September 30th, 2026
 - o Review of multiple bills and their current status in the legislature
- Donations
 - o \$50 from Town of Dorchester, representing half of their agreed upon annual fees
 - o \$50 from Ernst Schori
 - o Cheryl *Moved* and Derek *Seconded* a motion to accept the donations.
 - ****Motion approved unanimously**
- Nick had noted in the agenda that the Town office had changed the company it was using to clean the facilities and asked Amy if the library had any desire to change. Amy indicated the staff was satisfied with the current cleaning company and would continue to work with them.

Joanna *Moved* and Cheryl *Seconded* a motion to approve the Librarian's Report.

****Motion approved unanimously**

Treasurer's Report:

Cheryl noted no major topics for discussion with the monthly expenditures as everything appeared normal. The CD containing a majority of the Library Trustees funds will reach maturity on August 25th and discussion ensued around the path forward. Options included a 5 month CD with a 4% interest rate or a 9 month CD with a 3.9% interest rate. After discussion, Cheryl *Moved* and Joanna *Seconded* a motion to put the money back into a CD with the best possible rates at the time of maturity. ****Motion approved unanimously.**

Friends of the Library Update:

The Friends of the Canaan Town Library will setup a table during Old Home Days at the library. Cindy noted that the group will hold its officer selection at the next meeting on August 14th. Lastly, the FOCTL is working with the Conservation Commission to revamp the Town Forest trails with a Story Book walk, which would be funded thru the FOCTL. The groups have a meeting scheduled for August 12th to discuss further.

Second Floor Update:

Angie provided an update with the final drawing of the layout from the architect. The next step is to bring in a structural engineer to assess the load bearing ability of the second floor. Angie received a quote for \$4500 to perform the work, but noted that Selectboard approval would also be needed as the engineer would likely need to open walls to inspect support beams. Angie offered to get onto the agenda for the next Selectboard meeting to get approval for the structural engineer to perform the work. Cheryl *Moved* and Angie *Seconded* a motion to approve release of funds for the structural engineer. ****Motion approved unanimously.**

Calendar Items:

Nick proposed an event between the Trustees, the Library staff, and the FOCTL to get together as a meet and greet. After a brief discussion about availability, the Trustees agreed that early October would be preferable. Nick will look into booking the Meeting House for the event while everyone will check availability to determine the date at the next Trustees meeting.

Next Meeting:

The next Library Trustees meeting is currently scheduled for August 18, 2025 at 5:45 PM at the Canaan Meeting House.

Adjournment:

6:48 PM. Angie *Moved* and Derek *Seconded the Motion* to Adjourn.

**** Motion was Approved unanimously.**

Respectfully submitted,

Nick Lavalley, Trustee of the Canaan Library