

Canaan Library Trustees Meeting
October 20, 2025
Draft Minutes

Call to Order:

Nick called the meeting to order at 5:52 in the Canaan Senior Center

Members Present: Nick Lavalley (2026), Derek Herro (2027), Nan Stone (2028), and Joanna Carr (Alternate)

Members Absent: Cheryl Junker (2026) For voting purposes Joanna Carr replaced Cheryl

Other Attendees: Amy Thurber (Librarian), Sadie Wells (Selectboard Representative), and Mike Daniels (Friends of Canaan Town Library Representative)

Minutes Review:

Derek moved and Joanna seconded a motion to accept the September draft minutes as presented. The motion was approved unanimously.

Treasurer's Report:

Joanna moved and Nan seconded a motion to table discussion of the September financial statements until the November meeting, when Cheryl will be present.

Librarian's Report:

Circulation figures for September are as follows:

Library materials	1, 695
Libby	797
Kanopy	115

Programs:

October Pub Trivia is underway. Turnout has been good with 12-14 people attending the sessions, including a number of newcomers. Participants greatly enjoy the event.

Second grade class visits have begun and a story time has been added to each visit. All three second grade classes are participating, with attendance on a rotating schedule.

Christmas in Canaan will be celebrated on December 13. Thanks to the Friends, every child will again receive a new book. To maximize the chance of giving most children their first we will have multiple copies of age-appropriate books available. Book distribution will take place inside the Library.

Budget Proposal:

Our annual meeting with the Budget Committee is scheduled for November 6 at 6PM. Amy will present copies of the Library's vital statistics along with the proposed budget for 2026. Cariann has provided several years of actual budgets for us to use as a guide.

Building:

Requests were sent to MTD and DMS for quotes on repairing the Library lights but we have not yet heard back. Amy will follow up with both.

Evaluations:

Staff have completed their self-evaluations, and will begin reviewing them with each one individually later this week. Amy has also completed and sent her own self-evaluation to the Board. Reviews, which include both annual performance and professional development opportunities, will be discussed at the November meeting.

HB-273, "AN ACT relative to a parent's access to their minor child's library records."

This Act requires state libraries to make the record of a minor child's "current borrowing of printed library materials and audio-visual materials, such as DVDs and CDs," available to their parent or legal guardian up on request.

The Act is set to take effect on January 1, 2026. To comply, we will need to update our circulation policy, or add a section that outlines the request process. We will begin the revision process once we have had time to consult the sample policies, procedures, and forms which the NH State Library will be sharing state-wide.

Donations:

Dartmouth Hitchcock has donated \$1,000 in appreciation of CTL's participation in its Long Covid Literacy Project. Joanna moved and Derek seconded a motion to accept the donation. The motion was approved unanimously.

Other Business:

Baker and Taylor, CTL's book distribution source for decades, is going out of business, so we will be moving our business to Ingram, the country's other major distributor. The discounting is the same, and delivery may be somewhat quicker, since Ingram makes books available before their official publication date.

Nan moved and Joanna seconded a motion to accept the Librarian's report. The motion was approved unanimously.

Friends of the Library Update:

The Friends' annual appeal will go out on December 1st. A draft budget for 2026 was distributed at the October meeting. The Friends are looking at expanding their program offerings in the coming year. Their next program is a pierogi making event for 10 participants to be led by Ray Kulig on November 8th at 10AM. Ray is a terrific teacher, and he has given this program before with great success.

Selectboard Update:

Nothing to report.

Other Business:

Board Vacancy:

We need to fill the vacancy created by Angie Robinson's move to Maine. In recognition of Joanna's substantive contributions and dedication to the Library, she was asked if she'd be willing to vote in place of Angie until March, when she can stand for election to fill the unexpired portion (one year) of Angie's term. Joanna agreed.

Nick moved and Nan seconded a motion to appoint Joanna Carr to serve in Angie's absence. The motion was approved unanimously and enthusiastically.

West Central Behavioral Health request:

WCBH has requested permission to stand outside the Library and collect signatures for a petition to include the organization on the Town warrant. The Board agreed to the request, as the grounds are public property. Someone then asked if collecting signatures inside would also be possible. After discussion the Board felt that would not be appropriate, as it could be construed as harassment. Nick moved and Derek seconded a motion to approve the request. The motion passed unanimously.

Second Floor Project Update:

Angie has not been in touch with either Nick nor Nan. We will redouble efforts to contact her.

Non-public Session per RSA 91-A:3, II

The session was tabled until November, when staff performance reviews will all be complete and the full Board can meet.

Adjourn:

Nan moved and Joanna seconded that we adjourn. The motion was accepted unanimously at 6:52.

Respectfully submitted,
Nan Stone, Secretary