

Canaan Library Trustees Meeting

September 21, 2026

Minutes (Draft)

Call to Order: Derek called the meeting to order at 5:50, in the Meeting House, Canaan Street.

Attendance:

Present: Derek Herro (2027), Nan Munsey (2027), Nan Stone (2028), and Joanna Carr (2029), Trustees; Amy Thurber, Librarian; Mike Daniels, Friends of Canaan Library Representative

Absent: Nick Lavalley, Trustee; Carol Ann Morrison, Alternate; Sadie Wells, Selectboard Representative

Minutes Review:

Joanna moved and Derek seconded a motion to accept the August minutes as amended. The motion passed unanimously.

Action Items:

Nothing to review.

Treasurer's Report: (Nick)

All accounts were in order with two exceptions, both involving accounts budgeted at \$1 each. Postage totaling \$134 was mis-attributed to an account for printing, and the library had to acquire an air conditioner to keep the building open during this summer's extreme heat waves.

Nan moved and Joanna seconded a motion to accept the Treasurer's report as presented. The motion passed unanimously.

Librarian's Report: (Amy)

Circulation for August:	Library Materials	1,386
	Libby	1,085
	Kanopy	103

Collection

- Amy is training two staff members on cataloguing. In this process, she has begun to think about ways to streamline the process, which is inherently complex. Derek suggested

checking out “Single Point Lessons,” a protocol used extensively at Hypertherm to document work processes and procedures.

- Starting on or about October 1, Libby users will need a simple password to access their accounts. Although Libby is requiring this new procedure, the library will also benefit because it will make it simpler to keep our own records accurate.

Patrons:

- The first batch of postcards encouraging folks to update their library accounts has been mailed out, and responses are coming in. Additional mailings will be going out until we have reached out to everyone on the library’s current user list. New cards, valid for 10 years before needing renewal, will be issued to everyone who responds. Active users who don’t respond to the card will be issued cards when they come into the library.

Prorgams:

- Pub Trivia will be back In October, on Tuesdays, from 6:30-7:30 PM, thanks to hosts Ken and Eileen Lary.
- On October 17, from 10-noon, the Friends’ Suanne Milligan will present “50 Ways to Entertain a Child for No Money.” Jenna will make sure that CES parents know about the program. The event is open to all; participants who sign up in advance will receive a gift bag.
- In November, “Pass the Book,” a program offered here from 2011-2015, will return every Tuesday evening at 6 PM. The format is simple and fun. Folks sit around a table while one or two short stories are read aloud. When one reader tires, the book is passed to the next person, who can choose to read or pass it on to their neighbor in turn.

Building:

- New LED lights have been installed over the front steps!

Budget:

- Nick and Amy worked together and submitted our proposed 2027 budget through the MTS system. At this time, the total sum is the same as 2026.
- The library’s budget request is scheduled to be presented to the Budget Committee on Wednesday, November 11, at 6 PM at the EOC.

Other:

- Following up on last month’s Right to Know request: Several NH libraries have a Right to Know policy. Should we consider creating one?

- The MHNA has created advisories on two House Bills: HB 1184, an Order Against Trespass on Public Property; and HB 340, which concerns electioneering by public employees. Both advisories were discussed.
- Our request to the Brundage Foundation, which includes our Vital Statistics Report, is due early in October. Amy will update the Report, which also goes to the Budget Committee, and draft the request.

Donations:

- Due to a delated deposit, a donation check was unable to be paid. Amy will write to the donor.

Committee Updates

The Library Policy Review Committee, Joanna and Amy, will consider drafting a Right to Know policy and review the library's mission statement.

Friends of the Library Update: (Mike)

- The landscape re-design for the outside of the library is still a work in process. The goal is to have a proper plan by J/F and to start on the work in April.
- The Friends voted to pay for a new bookcase to fill the empty wall adjacent to the children's area. The case will be constructed so that it mirrors the existing one in that area. Support for the project will also come from the Lions Club, which generously offered to contribute. The project is expected by completed by the end of January.
- Bringing the *Canaan Register*, our long-time local paper, back to town:

Complete files of the *Register* are currently available only on microfilm (hard to read) at the state library (a trip to Concord). Digitization would make them easily accessible, without charge, to anyone who wants to immerse themselves in the stories, photos, local news, opinions, and people who have made Canaan, Canaan from 1902 forward. The Friends have contributed to the modest cost of the project as have other institutional friends of local history throughout the region.

The Trustees discussed the project and agreed that the collection would be an invaluable resource for the entire community. Accordingly,

Derek moved and Joanna seconded a motion to contribute \$250 from the Trustees' Funds toward the project. The motion passed unanimously.

Other Business:

2nd floor project update: Annette Day, our structural engineer, is modestly encouraging about the prospect of bringing the second floor back into active use. Ted Armstrong, the town's

building inspector, will be doing some deconstruction to get information on the depth of the beams.

Request from Ella Barrett: Ella Barrett is running for election to the NH House as Grafton 9's rep. She has asked to be able to offer factual information on voting to people who seek it, at a time convenient for the library. (Examples she cited include: how, where and when to register to vote. What personal information to bring to the polls.) She affirmed that she will be offering information, not campaigning. She understands that she cannot engage in any political discussions, whatsoever.

Derek moved and Nan M. seconded a motion to allow Ella to offer valuable, non-partisan information about voting within the library so long as she neither engages in political discussion herself nor encourages others to do so while in the library.

A discussion ensued before the motion passed 3:1.

Adjourn: Nan moved and Joanna seconded a motion to adjourn. The motion passed unanimously, and the meeting was adjourned at 7 PM.

Respectfully submitted,

Nan Stone