

**Minutes of a meeting of the
FRIENDS OF CANAAN TOWN LIBRARY
January 12, 2009
Canaan Town Library, Canaan, NH**

Present: Pat Danielson, Lola Baldwin, Sharry Keller, Nancy Loomis, Cindy Neily, Amy Thurber, Karen Wolk

President Pat Danielson called the meeting to order at 6:40 p.m. Nancy Loomis made a motion to accept the minutes of the December 8, 2008 meeting as presented, seconded by Lola Baldwin. It was unanimously **resolved that the minutes of the December 8, 2008 meeting are accepted as presented.**

I. Report of the Treasurer

Current available funds remain at: \$775.59 Pat Danielson also has \$94.50 in cash from the December raffle.

II. Raffle

Earl North won the December raffle.

Pat will use the \$94.50 December raffle proceeds to purchase gift certificates from the four restaurants in Canaan, (Dishing it Out, Rosies, Canaan Pizza and the Chinese restaurant). The certificates will comprise the next raffle for Valentine's Day. Tickets will be sold at the library; drawing will be February 11. Amy will make a sign. Tickets remain at 50 cents each or 3 for a dollar.

III. Report from Amy

1. Asbestos abatement in basement is completed and construction on the area for the fiction stacks has been underway for about one week. It is projected to be a 60-day project. Once construction is completed the metal shelving from the Howe must be installed and the books properly shelved. There was discussion about using volunteers to help with this work. Lola noted that Hypertherm likes to provide volunteers to the organizations to which they have given grants. Our library has such a grant. Amy will contact Hypertherm if she thinks volunteers will be helpful.

It was decided to have an Open House when all work is completed. Mickey's Restaurant in Enfield has offered in the past to donate food for a Library event. Perhaps they would be interesting in helping for the Open House. We would be sure to publicly acknowledge their donation.

2. Library staff picked a book cart, an item very much needed especially for working on special projects. The cart selected is the cheapest available and costs \$199.00 plus shipping. Nancy Loomis made a motion, seconded by Sharry Keller that the Friends will purchase the book cart for the library. It was unanimously **Resolved that the Friends of the Library will purchase the book cart selected by the library staff.**

Pat will place the order to be delivered directly to the library.

The staff may identify at their January meeting some other need the Friends might meet.

3. The lift entrance is at present closed because the lift is broken due to a recent power outage. Technician should have lift operating again by January 13.

4. Our two library book sales will be difficult to manage once the basement is renovated because there will be no space to store books destined for the sale. Discussion about the book sales concluded that they are important for revenue and publicity, the location in front of the library generates business, and we need to locate a suitable storage/sorting site. Karen will ask her friends if they have such a space.

5. Upcoming library programs include a chocolate demonstration in February, date to be determined. The goal is for one special program a month once construction is completed. Jen Frank, who is with the State Police, will offer two programs, one on basic safety in the home, car, and on the street and one on internet safety. Danny Hazelton will speak about Fair Trade coffee. It was decided that Friends will provide refreshments for these programs. In order to boost attendance, we should call and remind people of the events.

6. Internet publicity: Kristen continues to work on the Facebook page. Library website has a Friends of the Library page. It was agreed that Amy will post the FOL minutes on the page once they are approved.

IV. Landscaping plan

Kristen Cheek continues to work finding a contact from the NH Cooperative Extension Service Master Gardeners Program. They have identified a person in Lebanon in need of completing required volunteer hours. Kristen will contact the person. There is also an alternate person should the first one be unable or uninterested in our project.

Pat will attend the Friends of Canaan Village meeting on January 13 and explore with them how our landscaping plans might converge with any of their plans for downtown and how we might work together.

Landscaping plan will be one topic for the February meeting when we hope to have more information from Kristen and Pat.

V. Brochure discussion

Nancy suggested we form a brochure sub-committee that can incorporate ideas presented tonight. Kristen seems a likely member as she submitted several suggestions. In addition, Pat Lola, Nancy and Karen (who will offer her "plain language" perspective in particular) will comprise the sub-committee.

Ideas included: 1) tear-off section that people will send in to join should not have important information on the reverse side. 2) Omit "Mission" statement, but explain the purpose of the FOL. 3) Include only those options that we are currently capable of offering. Have a separate section for future projects that will need volunteers.

It was decided to set individual/household membership at \$5.00 and business membership at \$10.00. Business memberships will be posted at the library and on the website.

VI. Other business

1. 501 C3 application requires a \$300.00 application fee. FOL does have a tax-exempt number that was needed to set up our bank account. Some foundations will only give grants to 501 C3 organizations, but grants for what we desire might well go to the library directly. We may be able to submit additional forms that will allow donations to the FOL to be tax deductible without having full 501C3 status. Nancy will look into this.

2. Cindy noted that although the Town budget for the library does not provide for all items the trustees requested, it is adequate. She urged all FOL members to attend the Deliberative Hearing on January 31 to make sure no amendments get placed in the budget that would cut library funding. Pat will send an email to remind us of the date, once we have the time and place.

There being no further business, the meeting was adjourned at 8:15 p.m.

Respectfully submitted by Karen Wolk, secretary