

## **Minutes of a meeting of the**

FRIENDS OF CANAAN TOWN LIBRARY November 10, 2008 **Canaan Town Library, Canaan, NH**

**Present:** Pat Danielson, Lola Baldwin, Patsy Carter, Kristen Cheek, Sharry Keller, Ray Kulig, Nancy Loomis, Cindy Neily, Amy Thurber, Karen Wolk

President Pat Danielson called the meeting to order at 6:35 p.m. The minutes of the May 12, 2008 meeting were read. Nancy Loomis made a motion to accept the minutes as corrected, seconded by Patsy Carter. It was unanimously **resolved that the minutes of the May 12, 2008 meeting are accepted as corrected.**

### **I. Report of the Treasurer**

**Current available funds: \$775.59** which includes \$79.00 from bake sale receipts held during Sept. Town-wide yard sale and an additional plant sale donation.

Balance includes debit for payments for the new sign and flags.

II. Recruitment of new Friends: Pat handed out new blue form for solicitation of new Friends of the Library to be left at library desk, Town Office, Cardigan Art Assoc. gallery, post office, Mascoma Bank. Lola has the brochure used by the Stowe Library, which she will copy and distribute so we can have a discussion about it at our next meeting.

III. Report from Amy 1. **New sign and flags:** The sandwich board sign has been in use for about a month.

WI-FI advertised on it has brought in new library users. "Library" flag is on flag pole with American flag, which unfortunately is smaller than the Library flag. "OPEN" flag arrived with a bracket.. Tom Guillette is looking into best way to install it.

2. **Library usage:** Amy distributed a sheet with library statistics for 2008.

All signage appears to have increased use of the library. In 3<sup>rd</sup> week in October, 363 people used the library during its 31 hours of operation. Projected number of users for 2008 is 18,800 up from 17,000 in 2007.

Almost 50% of Canaan residents have a library card. There is apparent need for keeping library strong with more programs. At present we use Valley News to advertise programs.

There will be a program on Russian arts 11/17. Friends will supply refreshments.

3. **Library renovation:** Renovation to downstairs expected to be completed by the first of 2009. All non-fiction will be relocated and the stacks accessible for browsing.

4. **N H Library Assoc. Library Value Calculator** the Association is putting together this tool to keep statistics and easily calculate and demonstrate the value of a library for the town. For example: inter-library loans valued at \$100,000. The tool puts info in a prominent place.

5. **Annual Library Association Meeting** Staff attended and heard presentation on adult literacy programs. The library may try and develop adult literacy services which will then need adequate publicity. There are several ways to do this including offering space, tutors, GED or drivers license prep, computer literacy, basic finance

May try a joint program with Grafton and Enfield as some people will not attend tutoring in their own town.

Basic computer literacy probably needed again. Laptops used in Conference Room would allow classes during regular library hours.

IV. Landscaping plans Earlier in the meeting Pat noted that we need a long-term – perhaps 5-year - plan that can be implemented in stages as funds become available. She also noted that the Friends of Canaan Village, Judith Kushner in particular, is currently taking good care of the area around the fire hydrant.

It was decided to address the issue through a landscaping sub-committee of Ray and Amy who will draw up some ideas for an expert to review. Kristin will look into the State Coop Extension Gardeners Pgm. where participants are required to volunteer as a possible source of obtaining expert advice.

Needed elements for the design include more inviting side entrance; "safe", partially enclosed but not fenced, outdoor space, and open space for programming.

V. **Publicity for the library** 1. Pat suggested we have chances on a basket of goodies to create fun and publicity for the library. Perhaps offer various theme baskets several times a year. We will begin with a holiday basket to be displayed at the library and the Holiday Crafts Fair at the high school with the drawing on Dec. 13. Chances are \$.50 and 3/\$1.00. Friends are asked to bring their donations to the library before Thanksgiving.

2. Advertise opportunity to donate a book in honor/memory of someone. Friends will buy the labels. Nancy will look into sources for duplicating existing labels.

3. There was a discussion on how to use the internet to publicize the library including role of library website, RSS feed, Facebook with its networking capacity, U-tube videos to provide free information. Kristin and Amy will look into setting up a Facebook listing. Library website has important, current information, but there is a challenge to publicize the website so people know to use it. Using a printed newsletter is probably not practical or affordable. Discussion regarding publicity for the library to be continued.

The next Friends meeting is December 8, 2008.

There being no further business, Nancy Loomis made a motion to adjourn, seconded by Patsy Carter. The meeting was adjourned at 8:25 p.m.

Respectfully submitted by Karen Wolk, secretary