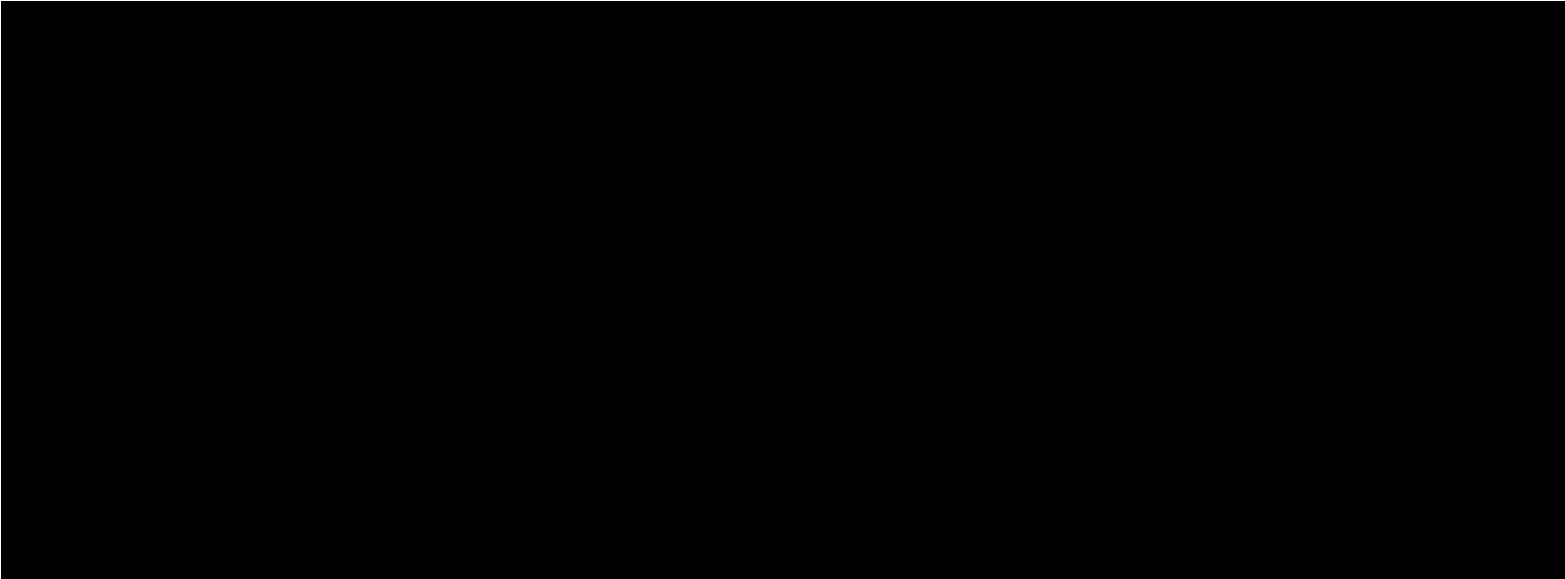


<p>RECORDING SECRETARY</p>	<p>Joe Petrick SERVED AS RECORDING SECRETARY FOR THIS MEETING COMMENCING AT: 3:33PM</p>																								
<p>ROLL CALL</p>	<p>ACTION - RECORD ATTENDANCE</p> <table border="1" data-bbox="326 247 800 489"> <thead> <tr> <th>MEETING PARTICIPANTS</th> <th>PRESENT</th> </tr> </thead> <tbody> <tr> <td>John Capuco</td> <td>Excused</td> </tr> <tr> <td>Anne Crotti</td> <td>Present</td> </tr> <tr> <td>Debra Kreutzer</td> <td>Present</td> </tr> <tr> <td>E. Joseph Petrick</td> <td>Present</td> </tr> <tr> <td>Frances Tain</td> <td>Excused</td> </tr> <tr> <td>Lynn Piotrowicz- DIRECTOR</td> <td>Present</td> </tr> </tbody> </table>	MEETING PARTICIPANTS	PRESENT	John Capuco	Excused	Anne Crotti	Present	Debra Kreutzer	Present	E. Joseph Petrick	Present	Frances Tain	Excused	Lynn Piotrowicz- DIRECTOR	Present										
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<p>APPOINTMENT</p>	<p>Meet with representatives of the Trustees of the Town Trust Fund *No representative of the Trustee of the Town Trust Fund attended.</p>																								
<p>ITEM 1</p>	<p>ACCEPT MINUTES OF PRIOR MEETING: May 29, 2024 ACTION – MOVE TO ACCEPT: Anne SECONDED BY: Joe</p> <table border="1" data-bbox="326 793 800 1003"> <thead> <tr> <th>MEETING PARTICIPANTS</th> <th>VOTE</th> </tr> </thead> <tbody> <tr> <td>John Capuco</td> <td>Excused</td> </tr> <tr> <td>Anne Crotti</td> <td>Yes</td> </tr> <tr> <td>Debra Kreutzer</td> <td>Yes</td> </tr> <tr> <td>E. Joseph Petrick</td> <td>Yes</td> </tr> <tr> <td>Frances Tain</td> <td>Excused</td> </tr> </tbody> </table>	MEETING PARTICIPANTS	VOTE	John Capuco	Excused	Anne Crotti	Yes	Debra Kreutzer	Yes	E. Joseph Petrick	Yes	Frances Tain	Excused												
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<p>ITEM 2</p>	<p>TREASURER’S REPORT TRUST FUND REPORT, YEAR-TO-DATE BUDGET REPORT & MANIFEST ACTION – MOVE TO ACCEPT: Debra SECONDED BY: Anne</p> <table border="1" data-bbox="326 1136 800 1346"> <thead> <tr> <th>MEETING PARTICIPANTS</th> <th>VOTE</th> </tr> </thead> <tbody> <tr> <td>John Capuco</td> <td>Excused</td> </tr> <tr> <td>Anne Crotti</td> <td>Yes</td> </tr> <tr> <td>Debra Kreutzer</td> <td>Yes</td> </tr> <tr> <td>E. Joseph Petrick</td> <td>Yes</td> </tr> <tr> <td>Frances Tain</td> <td>Excused</td> </tr> </tbody> </table> <p>MONEY TO ACCEPT: LINEC Bookgroup \$150.00 General Fund 7/23/2024 Martha Nemiccolo \$200.00 Kjellman Fund 8/6/2024 ACTION – MOVE TO ACCEPT: Joe SECONDED BY: Debra</p> <table border="1" data-bbox="326 1507 800 1717"> <thead> <tr> <th>MEETING PARTICIPANTS</th> <th>VOTE</th> </tr> </thead> <tbody> <tr> <td>John Capuco</td> <td>Excused</td> </tr> <tr> <td>Anne Crotti</td> <td>Yes</td> </tr> <tr> <td>Debra Kreutzer</td> <td>Yes</td> </tr> <tr> <td>E. Joseph Petrick</td> <td>Yes</td> </tr> <tr> <td>Frances Tain</td> <td>Excused</td> </tr> </tbody> </table>	MEETING PARTICIPANTS	VOTE	John Capuco	Excused	Anne Crotti	Yes	Debra Kreutzer	Yes	E. Joseph Petrick	Yes	Frances Tain	Excused	MEETING PARTICIPANTS	VOTE	John Capuco	Excused	Anne Crotti	Yes	Debra Kreutzer	Yes	E. Joseph Petrick	Yes	Frances Tain	Excused
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<p>ITEM 3</p>	<p>DIRECTOR’S REPORT A. Program Metrics</p> <ul style="list-style-type: none"> ● Summer reading program has ended after 7 weeks. The gift cards and bike raffle now complete. ● Debrief on outcomes 																								

	METRICS	2023 TOTAL	2024 Y-T-D TOTAL	MAY	JUNE	JULY
	# PROGRAMS	242	172	17	16	26
	# ATTENDING PROGRAMS	2026	1155	127	115	220
	# NEW PATRONS	224	81	7	17	19
	CIRCULATION - PHYSICAL	24693	13367	1827	1808	2449
	CIRCULATION - eCONTENT	10299	6264	876	785	764
	% PHYSICAL TO eCONTENT	70.57%	68.09%	67.59%	69.73%	76.22%
	DOOR COUNT	14098	8028	1149	1044	1505
	<p>B. Steps to create the Community Gallery</p> <ul style="list-style-type: none"> • Prior to removal of NH Room artwork, the director published a call for an organizational meeting of community gallery space volunteers. The group, which numbered 4, met on August 6th and discussed general operational issues and suggestions. • The relocation of the paintings made the front cover of the Henniker Historian, the Historical Society Newsletter. • It was decided that we would send TFL coloring sheets to HCS and JS for September/October followed by a soft rollout with invited artists for the first several display periods. This will allow us to work out the details on process and policy for the gallery space. • Yet to be done: Move remaining bookshelves to NH Room • Purchase and install hanging system • Paint quotes • Other enhancements to the meeting space could include coffee service and a water dispense <p>C. Community Garden Space</p> <ul style="list-style-type: none"> • Revisit the project. • Look into partnering with local organization for possible bench project <p>D. Fall/Winter Program Planning has commenced</p> <ul style="list-style-type: none"> • Working to create a program calendar for mid-October through mid-March • Nattanan has prepared a grant application for the Merrimack Saving Bank Foundation to purchase food preparation equipment. Since the recipient must be a non-profit, the Friends of Tucker Free Library have agreed to accept and expend the grant should we be successful. Amount \$2500.00 to include equipment, supplies, and programming opportunities. • The Community Gallery Working Group thought artists who display in the gallery could be approached to offer a class in exchange for the free exposure they are getting through the library. 					
ITEM 4	<p>PERSONNEL/Board Structure</p> <p>A. Began employee annual evaluations in advance of 2025 Budget Discussions per policy</p> <p>B. Holiday Policy - Revision (consideration of Juneteenth)</p> <p>Trustees voted that holiday closures would include Christmas Eve and Christmas Day as well as New Years Eve and New Years Day.</p>					
ITEM 5	<p>OTHER</p> <p>A. Board Member up for election in March 2025</p> <p>B. While functional, the circulation desk in the children’s department has yet to be completed. Drawer pulls, doors, securing top to base, and moving the desk into its final location are still outstanding.</p> <p>C. Director will review Moose Plate Grants for the Arts Council on September 11th. This coincides with the commencement of the director’s vacation which runs 9/11-9/21.</p>					
ITEM 6	<p>SCHEDULE NEXT MEETING</p> <p>Wednesday, October 16 2024 starting at 3:30 pm</p>					
ITEM 7	<p>ADJOURN</p>					

SUPPLEMENTARY LINKS IN SUPPORT OF MEETING DISCUSSION POINTS IDENTIFIED IN BODY OF TEXT ABOVE IN [BLUE](#).

(Redacted)



TRUST FUND ACCOUNTING

TRUSTEES OF TOWN TRUST FUNDS MANAGED	EXPENDITURE CATEGORY	RECEIVED 2024	BALANCE 12/31/2023	APPLIED THRU 2024	DONATIONS TO 2024	DEPOSIT TO TRUST FUND	BALANCE 12/31/2024
L.A. Cogswell*	LIBRARY OPERATIONS	\$ 2,401.25	\$ -	\$ 2,401.25	\$ -	\$ -	\$ -
Dr. Francis O. Holmes*	MEMORIAL BOOKS	\$ 186.94	\$ 99.87	\$ 293.43	\$ -	\$ -	\$ (6.62)
D.W. & E. Cogswell	LIBRARY OPERATIONS	\$ 1,555.97	\$ -	\$ 1,555.97	\$ -	\$ -	\$ -
A.D. Huntoon*	LIBRARY OPERATIONS	\$ 106.48	\$ -	\$ 106.48	\$ -	\$ -	\$ -
Marjorie B. Bennett*	MEMORIAL BOOKS	\$ 1,034.24	\$ 919.71	\$ 753.84	\$ -	\$ -	\$ 1,200.11
Scott J. Berry*	MEMORIAL BOOKS	\$ 184.82	\$ 788.53	\$ 82.76	\$ -	\$ -	\$ 890.59
Mary F. Kjellman*	MEMORIAL BOOKS	\$ 297.55	\$ 636.08	\$ 368.41	\$ 300.00	\$ 300.00	\$ 565.22
James W. Doon*	MEMORIAL BOOKS	\$ 86.10	\$ 600.72	\$ 37.05	\$ -	\$ -	\$ 649.77
Preston Fund	LIBRARY OPERATIONS	\$ 1,083.16	\$ -	\$ 1,083.16	\$ -	\$ -	\$ -
Alice V. Colby*	LIBRARY OPERATIONS	\$ 32.03	\$ -	\$ 32.03	\$ -	\$ -	\$ -
George W. Tucker	LIBRARY OPERATIONS	\$ 10,180.13	\$ -	\$ 10,180.13	\$ -	\$ -	\$ -
Robert N. Fitch*	MEMORIAL TECHNOLOGY	\$ 726.29	\$ 1,057.96	\$ 234.48	\$ -	\$ -	\$ 1,549.77
Walter K. Robinson	MEMORIAL BOOKS	\$ 179.28	\$ 109.38	\$ 276.36	\$ -	\$ -	\$ 12.30
		\$ 18,054.24	\$ 4,212.25	\$ 17,405.35	\$ 300.00	\$ 300.00	\$ 4,861.14

*Trusts that list Trustees of Tucker Free Library with fiduciary capacity

LIBRARY TRUSTEE MANAGED FUNDS	EXPENDITURE CATEGORY	BALANCE 12/31/18	BALANCE 12/31/19	BALANCE 12/31/2020	BALANCE 12/31/2021	BALANCE 12/31/2022	BALANCE 12/31/2023	CURRENT BALANCE
TD Bank								
Willis Cogswell	LIBRARY OPERATIONS	\$ 341,727.77	\$ 387,192.97	\$ 407,824.58	\$ 432,088.02	\$ 339,950.70	\$ 333,113.16	\$ 365,704.16
Bar Harbor (1)	LIBRARY DEVELOPMENT							
SUBFUND	Starting Balance	% of Fund						
Cammett, Helen (2)	\$ 5,001.13	3.15	\$ 7,217.58	\$ 8,399.62	\$ 8,969.98	\$ 9,997.81	\$ 8,555.54	\$ 9,574.78
Childs, Anna (3)	\$ 7,247.14	4.41	\$ 10,104.61	\$ 11,759.47	\$ 12,557.97	\$ 13,996.94	\$ 11,977.75	\$ 13,950.06
Soderstrom, Ann (4)	\$ 189,147.45	88.28	\$ 202,275.59	\$ 235,402.82	\$ 251,387.27	\$ 280,192.63	\$ 239,772.36	\$ 268,336.88
TD Bank Refund (5)	\$ 7,111.97	4.16	\$ 9,531.79	\$ 11,092.84	\$ 11,846.07	\$ 13,203.46	\$ 11,298.74	\$ 13,159.24
Total of Funds	\$ 208,507.69	100%	\$229,129.58	\$266,654.76	284,761.29	317,390.84	271,604.39	303,961.12

ANNOTATIONS ATTACHED AS COMMENTS TO FUNDS IN THE BAR HARBOR TRUST ACCOUNT.

- The Charter Trust Account was designated as a "Board Restricted Endowment" on 09/08/2021 by a vote of 5-0. It is now known as Bar Harbor as the change in financial institute ownership has occurred.
- The money from the Helen Cammett fund was received as Tucker Free Library was listed as a beneficiary of her insurance policy
- The Anna Childs has as it's intent statement: "I give and bequeath to the Trustees of the Tucker Free Library of Henniker, New Hampshire, the sum of Five Thousand Dollars (\$5,000.00) to establish an Endowment Fund to be known as the Anna L. Childs Memorial Fund, the income only to be used for the benefit of the Francis Lane Childs Historical Room, but if not needed for this purpose, then for the general purposes of the Library." Will of Francis L. Childs, June 4, 1974.
- Unconditional "I give my entire Estate, including any property over which I may have a power of appointment, as follows:...One-half (1/2) of my estate to Tucker Free Library, Henniker, New Hampshire." Last Will and Testament of Ann Soderstrom dated June 25, 2008.
- Library Director received a letter and a check from TDWealth Management:
The letter states that the status of our trust failed to meet new regulations so it has been changed to a private foundation. Since it is now considered a private foundation they owed us money to compensate for the incorrect status (it changed from 4% to 5%) so they sent us \$6210 09/09/2011. They later sent an additional check in the amount of \$901.97 for underpayment.

TUCKER FREE LIBRARY - TREASURER'S REPORT 2024

REVENUE		2024 INCOME
Personnel Appropriation Funds	\$	90,129.93
Cash Income & Trust Funds	\$	32,260.97
Operational Income	\$	4,890.27
Other Direct Income	\$	614.00
TOTAL REVENUE	\$	127,895.17

EXPENDITURES		2024 EXPENDITURES
Personnel Expenses	\$	90,129.93
Patron Service Expenses	\$	18,109.22
Facility Management Expenses	\$	14,204.04
Technology Management Expenses	\$	799.98
Other Direct Costs	\$	600.00
TOTAL EXPENDITURES	\$	123,843.17

RESERVED FUNDS		
Total Trust Funds Reserved	\$	4,861.14
Vivian Allen Fund	\$	176.88
Beres Fund	\$	2,000.00
TOTAL UNEXPENDED/RESERVE FUNDS	\$	7,038.02

TUCKER FREE LIBRARY - TREASURER'S REPORT 2024			
INCOME		2024 INCOME YTD	2024 BUDGET CATEGORY
PERSONNEL APPROPRIATION FUNDS		\$ 90,129.93	\$ 245,445.00
4-2000	Town Appropriation - Personnel	\$ 90,129.93	\$ 245,445.00
CASH INCOME & TRUST FUNDS		\$ 32,260.97	\$ 35,257.16
4-3510	Contribution Overdue	\$ 27.02	\$ -
4-3540	Non-Resident Cards	\$ 50.00	\$ -
4-5010	Annual Income from Willis Cogswell Fund	\$ 13,221.47	\$ 17,202.92
4-5020	Annual Income from Town Trust Funds	\$ 18,054.24	\$ 18,054.24
4-5030	Donations: Established Trust Funds	\$ 200.00	\$ -
4-5040	Donations: In Memory/Honor of Donations	\$ 320.00	\$ -
4-5050	Donations: General Purpose	\$ 388.24	\$ -
OPERATIONAL INCOME		\$ 4,890.27	\$ 26,953.00
4-1000	Town Appropriation-Operations	\$ -	\$ 20,799.00
4-1010	Town Appropriation - Fuel	\$ 4,102.64	\$ 6,154.00
4-3520	COPY & FAX Service	\$ 594.50	\$ -
4-3550	Overdue Processing Fee	\$ 2.00	\$ -
4-3560	Damaged/Lost Books	\$ 191.13	\$ -
OTHER DIRECT INCOME		\$ 614.00	\$ 24,600.00
4-6000	Sale of Surplus	\$ 14.00	\$ -
4-6020	Reimbursed Purchase	\$ -	\$ -
4-6095	Friends of Tucker Free Library Reimbursed Purchase	\$ -	\$ 4,000.00
4-7020	GRANT FUNDS: NHH Speaker (Reimbursed by NH Humanities)	\$ 600.00	\$ 600.00
4-9600	GRANT FUNDS: Moose Plate Phase 2 Granite/Mortar	\$ -	\$ 20,000.00
TOTAL REVENUE		\$ 127,895.17	\$ 332,255.16
EXPENDITURES		2024 PAID YTD	2024 BUDGET CATEGORY
PERSONNEL EXPENSES		\$ 90,129.93	\$ 245,444.64
6-2000	Library -- Wages (2% COLA + MERIT POOL of \$3K)	\$ 70,500.00	\$ 191,222.00
	Library - Benefit: Health Insurance	\$ 9,208.35	\$ 24,754.00
	Library -- Fica (7.65% of Library Wages)	\$ 5,330.10	\$ 14,734.00
	Library -- Retirement (11.17% of Eligible Wages)	\$ 3,773.48	\$ 11,709.00
	Library - Longevity Pay for Employees	\$ 1,000.00	\$ 1,375.00
	Library -- Workers Comp/Unemp Ins	\$ 318.00	\$ 1,375.64
6-2020	Library -- Membership & Mileage	\$ -	\$ 150.00
6-2030	Library -- Staff Development	\$ -	\$ 125.00
PATRON SERVICES EXPENSES		\$ 18,109.22	\$ 28,173.00
6-3000	Library Acquisitions -- Books	\$ 11,563.17	\$ 16,000.00
6-3002	Library Acquisitions -- Material Processing Fee	\$ 691.07	\$ 1,300.00
6-3020	Library Acquisitions -- Periodicals	\$ 338.00	\$ 300.00
6-3030	Library Acquisitions -- DVD	\$ 129.42	\$ 300.00
6-3035	Library Acquisitions -- Patron Technology	\$ -	\$ 500.00
6-3560	Reimbursement for Lost/Damaged ILL to LENDING LIBRARY	\$ 36.00	\$ -
6-6000	Library Program - Software Services	\$ -	\$ -
	Library Catalog	\$ 2,050.00	\$ 2,050.00
	NHDB for eContent	\$ 2,689.00	\$ 2,689.00
	Library Website, Misc. Software	\$ 612.56	\$ 1,034.00
6-6010	Library Program - Speakers & Supplies	\$ -	\$ 4,000.00
FACILITY MANAGEMENT EXPENSES		\$ 14,204.04	\$ 58,080.00
6-4000	Library General Maintenance -- Janitorial	\$ 3,002.19	\$ 5,500.00
6-4010	Library General Maintenance -- Bldg Repairs	\$ 1,519.50	\$ 8,965.00
6-4020	Library Utilities (Total - Heating Oil)	\$ 4,572.71	\$ 13,961.00
	Library Utilities - Heating Oil 1800 gals @ \$2.499per gal	\$ 4,102.64	\$ 6,154.00
6-4030	Library Bldg Maintenance Supplies	\$ 1,007.00	\$ 3,500.00
6-9600	GRANT FUNDS: Moose Plate Phase 3 Granite/Mortar	\$ -	\$ 20,000.00
TECHNOLOGY MANAGEMENT EXPENSES		\$ 799.98	\$ 500.00
6-5010	Library Tech Maintenance	\$ -	\$ 500.00
6-5020	Library Equipment	\$ 799.98	\$ -
OTHER DIRECT COSTS		\$ 600.00	\$ 600.00
6-4035	COVID Related Expenses (UNREIMBURSED)	\$ -	\$ -
6-6020	Staff Reimbursed Purchase	\$ -	\$ -
6-6090	Trustees of the Town Trust Funds (Total from 4-5030)	\$ -	\$ -
6-6095	Friends of Tucker Free Library Reimbursed Purchase	\$ -	\$ -
6-7020	GRANT FUNDS: NHH Speaker (Reimbursed by NH Humanities)	\$ 600.00	\$ 600.00
TOTAL LIBRARY OPERATIONS BUDGET		\$ 123,843.17	\$ 332,197.64