

RECORDING SECRETARY ROLL CALL

Anne Crotti SERVED AS RECORDING SECRETARY FOR THIS MEETING COMMENCING AT: 3:30 P<

ACTION - RECORD ATTENDANCE

MEETING PARTICIPANTS	PRESENT
John Capuco	YES
Anne Crotti	YES
Debra Kreutzer	YES
E. Joseph Petrick	YES
Frances Tain	YES
Lynn Piotrowicz- DIRECTOR	YES

PUBLIC COMMENT

Public Forum

MEMBERS OF PUBLIC PRESENT
Sylvia Lennox-Friends

APPOINTMENT 1

Representatives from Bar Harbor Wealth Management will appear for annual review

Bar Harbor Wealth Management Representatives Present
Shawn Foley-Bar Harbor Wealth Management

DETAILS:

- Annual Financial Meeting
- Review of Current Economic Transitions
- Review of TFL Portfolio
- Q&A Discussion

ITEM 1

ACCEPT MINUTES OF PRIOR MEETING: August 14, 2024

ACTION – MOVE TO ACCEPT: Deb Kreutzer

SECONDED BY: Joseph Petrick

MEETING PARTICIPANTS	VOTE
John Capuco	ABSTAIN
Anne Crotti	YES
Debra Kreutzer	YES
E. Joseph Petrick	YES
Frances Tain	ABSTAIN

ITEM 2

TREASURER’S REPORT

A. APPROPRIATION REQUEST WITH SUPPORTING DOCUMENTS

- A request for a portion of the library 2024 appropriation for operational expenses has been prepared for signature. Corresponding documents have been scanned to accompany request.

B. TRUST FUND REPORT, YEAR-TO-DATE BUDGET REPORT & MANIFEST

ACTION – MOVE TO ACCEPT: FRAN TAIN

SECONDED BY: JOSEPH PETRICK

MEETING PARTICIPANTS	VOTE
John Capuco	YES
Anne Crotti	YES
Debra Kreutzer	YES
E. Joseph Petrick	YES
Frances Tain	YES

C. MONEY TO ACCEPT: Matthew & Jessica White, \$100.00 General Fund

ACTION – MOVE TO ACCEPT: FRAN TAIN

SECONDED BY: JOSEPH PETRICK

MEETING PARTICIPANTS	VOTE
John Capuco	YES
Anne Crotti	YES
Debra Kreutzer	YES
E. Joseph Petrick	YES
Frances Tain	YES

ITEM 3

DIRECTOR’S REPORT

A. Metrics

METRICS	2023 TOTAL	2024 Y-T-D TOTAL	AUGUST	SEPTEMBER
# PROGRAMS	242	211	14	25
# ATTENDING PROGRAMS	2026	1446	80	211
# NEW PATRONS	224	109	10	18
CIRCULATION - PHYSICAL	24693	17558	2180	2011
CIRCULATION - eCONTENT	10299	7894	790	840
% PHYSICAL TO eCONTENT	70.57%	68.98%	73.40%	70.54%
DOOR COUNT	14098	10184	976	1180

B. PROGRAMMING UPDATES

MAHJONGG MONDAY: 20 people participated in the Friends’ Mahjongg Monday program. Feedback from all extremely positive. Thinking ahead to another event next year. One player from New Boston emailed, “Thank you for including some “outsiders “to your very special mah-jongg day at the library. I really enjoyed meeting players from other parts of New Hampshire. This event was very well organized. And the snacks were very much appreciated. I hope you will continue this tradition.”

HCS VISIT: 1st Graders from HCS will be at TFL on Tuesday October 29th at 9AM for a tour and lesson about our library as part of their curriculum about books/libraries around the world.

WINTER: Staff are preparing for post-holiday programming including February vacation week opportunities.

SHOWING GRATITUDE: Many have contributed to the efforts of the Tucker Free Library to create a programming and community space. Would like to recognize these acts in some way in the November newsletter, focusing on gratitude for our community. Examples of these acts; garden fairies who have managed the weeds, the patron who brings fresh flowers from her garden every week throughout the growing season, the beautification alliance for the planters with recognition of Pats Peak and Michie Corp (the businesses that have sponsored our planters), the Friends, community members who offered their expertise, trustees, etc...

NEWSLETTER: If you noticed, I highlighted “Community Partnerships” and “Neighbors Teaching Neighbors” in the October Newsletter. Lion’s Club is hosting three Saturday, Recycled Craft Days. Two local residents are doing programs at TFL this fall. Final newsletters of 2024 will go out on November 2 and November 30. We will send out January 2025 newsletter on December 28th.

C. PROJECT UPDATES

1. Library Front Patio
 - i. Developed Project Management Worksheet
 - ii. Project scope rounding out
 - iii. Identified local hardscape/landscape professional.
 - iv. Identified sources for patio features

Voted to proceed with the hard scape portion of the Front Patio Project to be funded through Library Investments.

Moved by Debra Secoded by John

Debra Yes

Joe Yes

Fran Yes

John Yes

Anne Absent (Anne Crotti was excused from the meeting at 4:30 pm)

2. Water/Coffee Dispensers
 - i. Identified companies to provide drinking water. Of the two companies, only one delivers to Henniker. They only provide top loaded dispensers at \$15.00 rent/month. Library could purchase a dispenser and have water delivered at \$10.50/5-gallon container. The first delivery would include a deposit fee of \$7.50/container. Suggest starting with a delivery of five containers every four weeks. The cost of the dispenser would be approximately \$175.00. Will not proceed.
 - ii. The purchase of coffee machine and supplies funded by donations made in memory of Janine Bates, former patron/Friends of Tucker Free Library. While equipment and starter supplies paid for, it is suggested that we ask that patrons pay for the refreshment service on a per use basis. \$1/cup. Also mandate that the beverage be consumed in this room or taken directly outside.
3. Painting completed over weekend of 10/04-10/07. Company representatives came in on 10/9 to take care of a few items on the punch list.
4. Grant Applications
 - i. Merrimack Bank-STILL WAITING
 - ii. Moose Plate STILL WAITING
5. Youth Services Circulation Desk – Complete
6. Employee Evaluations – Complete

D. BUILDING UPDATES

1. Contacted by Town Administrator. Primex is doing a reappraisal of Town owned buildings. Ours was scheduled for Monday, October 7 at 12:15. The representative did a walk through and photographed the interior/exterior of our building.
2. HVAC annual cleaning/maintenance is being scheduled
3. Annual Fire/Smoke Detector inspection scheduled for 10/31/2024

ITEM 4

2025 BUDGET WORKSHOP/DISCUSSION

At the [9/3/2024 Select board meeting](#), the Town Administrator and Finance Director suggested that the budgetary process be modified (Timestamp 1:11:00). Instead of all the meetings on one Saturday, departments will have meetings with BOS as scheduled below. The library is on the agenda for December 3rd at 6:45PM.

ITEM 5

OTHER

Several visitors in town for the Henniker School Reunion stopped by the library for a walk down memory lane. They reminisced with staff and were impressed with the condition of the building.

ITEM 6

SCHEDULE NEXT MEETING November 13, 2014 at 3:30 pm

ITEM 7

ADJOURN