

<p>RECORDING SECRETARY</p>	<p>Deb Kreutzer SERVED AS RECORDING SECRETARY FOR THIS MEETING COMMENCING AT: 4:50</p>																																
<p>ROLL CALL</p>	<p>ACTION - RECORD ATTENDANCE</p> <table border="1" data-bbox="332 296 800 564"> <thead> <tr> <th>MEETING PARTICIPANTS</th> <th>PRESENT</th> </tr> </thead> <tbody> <tr> <td>John Capuco</td> <td>X</td> </tr> <tr> <td>Anne Crotti</td> <td>X</td> </tr> <tr> <td>Debra Kreutzer</td> <td>X</td> </tr> <tr> <td>E. Joseph Petrick</td> <td>X</td> </tr> <tr> <td>Frances Tain</td> <td>X</td> </tr> <tr> <td>Lynn Piotrowicz- DIRECTOR</td> <td>X</td> </tr> </tbody> </table>	MEETING PARTICIPANTS	PRESENT	John Capuco	X	Anne Crotti	X	Debra Kreutzer	X	E. Joseph Petrick	X	Frances Tain	X	Lynn Piotrowicz- DIRECTOR	X																		
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	<ul style="list-style-type: none"> ii. Bid Proposal completed and sent out to various contractors/sources Jason Paul shared some thoughts about the project. Had a few questions. iii. Opening bids December 3 at 11AM 2. Grant Applications <ul style="list-style-type: none"> i. Merrimack Bank – Received. Bringing in supplies and scheduling programs for 2025. Cooking equipment for classes and programs. Thanks to Nattanan for preparing this grant. ii. Moose Plate – still outstanding. East and West sides granite repointing. C. BUILDING UPDATES <ul style="list-style-type: none"> 1. HVAC annual cleaning/maintenance completed. 2. Annual Fire/Smoke Detector inspection completed. Cost \$274.74 3. Fire Extinguisher inspection completed. Several extinguishers needed to be replaced, including the large one on the Main Floor by the back door. Cost \$450.00 4. Small lift between E-Room and J-Room passed inspection. Certificate of Operation from NHDOL
<p>ITEM 4</p>	<p>2025 BUDGET WORKSHOP/DISCUSSION Talked about how to realize as many savings as possible while continuing to provide the same amount of books, technology and services. e.g., book acquisition has been \$16K for several years. Cost of books has gone up significantly. To maintain the same level of acquisition now requires approximately 20K.</p>
<p>ITEM 5</p>	<p>OTHER Fran will not be available to make budget presentation next week to BOS. Joe will present.</p> <p>Think about Winter program special activities</p>
<p>ITEM 6</p>	<p>SCHEDULE NEXT MEETING Dec 3 11 a.m. for project bid opening.</p>
<p>ITEM 7</p>	<p>ADJOURN 6:20</p>