

MINUTES

Tucker Free Library
December 29, 2015

Present: Deb Kreutzer, Emily O'Rourke, Patti Osgood, Lynn Piotrowicz (library director), Jamie Ramsey

Absent: John Capuco

Meeting called to order: 5:03 pm

1. **Minutes:** The minutes from the November 17, 2015 meeting were unanimously approved as written. Emily moved; Patti seconded.
2. **Public Forum:** None
3. **Monies to be Accepted:** Please see attached. Patti moved to accept the monies as designated; Emily seconded. All in favor.
4. **Treasurer's Report & Encumber Funds:** Lynn reviewed the budget, which is on target to date. Lynn suggested that the trustees encumber money from the budget for future expenses.

Deb moved to encumber \$4,000 from utilities toward future utilities expenses. Jamie seconded. All voted in favor.

Patti moved to encumber \$3,000 from general maintenance toward future general maintenance expenses. Deb seconded. All voted in favor.
5. **Other:** Lynn reported that she'd received another bid on the roof from a highly recommended contractor: G. Ray Colby of Concord. He also strongly advised fixing the small flat portion of the roof a.s.a.p.

Meeting adjourned at 5:21 pm.

Respectfully submitted,

Emily O'Rourke