

Tucker Free Library Minutes

March 23, 2010

7:05 PM

**Call to Order/Attendance**

**Present:** Lynn Piotrowicz (not present from 7:08 to 7:35), Patti Osgood (left at 7:17 PM), Jean Colby, Jamie Ramsey, Christine Anderson & Scott Turner

**Meeting started at 7:05pm**

1. **Election of Officers:** Patti nominated Jean for Treasurer, Jamie seconded. All approved (5-0). Christine nominated Patti for Chairperson, Scott seconded. All approved (5-0). Patti nominated Christine and Jamie as Co-Secretaries, Jean seconded. All approved (5-0). Patti nominated Scott as Co-Chairperson. Christine seconded. All approved (5-0).
2. **Non-public per RSA: 91-A:3, II (a)**
3. **Public Forum at 7:35 PM:** Peggy Ward was in attendance and stated she was very disappointed that the annual library book sale had ended. Lynn explained it was a collective agreement between the library and the Friends of Tucker Free and the amount of physical work put forth had low return both financially and in attendance. It was concluded that the trustees would consider other ways to raise funds, involve and attract more people while being less labor intensive.
4. **Minutes of March 2, 2010:** Jean moved to accept previous minutes, Scott seconded. All approved (5-0).
5. **Treasurer's Report:** Presented by Jean.
6. **Monies to Be Accepted:** Jamie moved to accept monies, Scott seconded. All approved (5-0). (See attached)
7. **Directors Report:** Informed of building updates which included: water leak and resolutions, community service volunteer and lawn situation in Northeast corner, window repair and NH Room project. Staff training and upcoming meetings were discussed. The Summer Reading Program (Make a Splash, Read!) continues to be planned. The Summer Reading Blog on the TFL website lists all activities and schedules thus far. A possible open house in the fall was also discussed.

Next meeting: Tuesday, April 13, 2010 at 7 PM.

Meeting Concluded at 8:10 PM.  
Respectfully submitted,

Jamie Ramsey



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Meeting Concluded at 8:10 PM.

Respectfully submitted,

Jamie Ramsey

Tucker Free Library Minutes

March 2, 2010

7:00 PM

Present: Patti Osgood, Jean Colby, Jamie Ramsey, Christine Anderson, Lynn Piotrowicz (Library Director). Absent: Wayne Colby.

1. Nonpublic session per RSA:91-A:3,II(a) tabled.
2. Minutes of January 19, 2010: Jean moved to accept as amended, Patti seconded. All approved (4-0).
3. Public Forum: No members of the public were present.
4. Recognition of Terry Simkin, Trustee 1999 -2009: To honor Terry and show appreciation for his many years of dedicated service to TFL, the library will receive a one year subscription to *New Hampshire To Do Magazine*.
5. Treasurer's Report: Presented by Jean.
6. Monies Received: Jean moved to accept, Jamie seconded. All approved (4-0). See attached.
7. Director's Report: (a) RFP Responses – Out of six investment companies solicited, Charter Trust and NH Public Deposit Investment Fund responded affirmatively. Lynn is waiting to hear from Wayne on Vigilant of Portsmouth and Morgan Stanley of Manchester. (b) Programs – The Edie Clark program had rave reviews. Preschool Story Time drew in two new patrons: one resident, one nonresident. Thursday After School Program hosts 13-15 kids. Brian and Elle Hawkins have been bringing Carrie to boost awareness of their program. Martha is working on the Summer Reading Program. Lynn and staff are working on a program for adults, having Michael Tougias speak in August about his book, *Fatal Forecast*. The Manchester Monarchs are sending vouchers monthly. (c) Staff Performance Evaluations – Lynn is completing. (d) Building – An anonymous donation of \$1,000 was given toward landscaping front of the building, bringing garden fund to \$1,500. Two plans have been developed, one by Three Seasons and Betty Rood's plan.
8. Ann Soderstrom Painting: Lynn will research cost and type of repairs needed for self-portrait received.
9. Building Planning: (a) Water issues in building resulting from 2/25/10 storm and clogged drain. Patti to ask her husband Scott which town dept. services drain in drive area between TFL and grange; Lynn to follow up with that dept. to get issue corrected. Because problem may recur, Lynn asked Martha to check into feasibility of consolidating books and removing shelves of books that are not circulating from J Room wall where water is entering building. (b) Jon Routon to start 3/8/10 to refurbish frames and windows. (c) A plan to create more computer space was briefly discussed.
10. Investment Planning: See No. 7, Director's Report: (a).
11. Other Business: Town of Derry to develop a "San Ramon project." Lynn will advise them. TFL received several letters and tokens of appreciation from individuals in the community. Lynn reviewed Feb '09 and Feb '10 statistics.
12. Town Meeting Planning/Public Relations Campaign: Editing and use of Lynn's Town Report Summary and "Do You Know . . ." flyer were discussed. Presentation of warrant article at town meeting was discussed.

Next meeting will be scheduled after town meeting, March 13, 2010.

Meeting ended at 8:32 PM.

Respectfully submitted by Christine Putnam Anderson



*Tucker Free Library Minutes*

January 19, 2010

7:05 PM

**Call to Order/Attendance**

**Present:** Lynn Piotrowicz (Library Director, absent from 7:00-7:40 PM), Patti Osgood, Jean Colby, Jamie Ramsey, Christine Anderson & Wayne Colby

1. **Minutes of December 8, 2009:** Jean moved to accept previous minutes, Patti seconded. All approved. (5-0)
2. **Public Forum:** No members of the public were present.
3. **Treasurer's Report:** No updates to the Treasurer's report.
4. **Investment Policy:** The official draft of the Tucker Free Library Investment Policy was reviewed and agreed upon. Patti moved to accept, Christine seconded. All approved. (5-0) The Request for Proposal was put on hold until Lynn arrived.

**[Since Lynn was at the Selectman's meeting, the Trustees discussed Item 8 (Other) on Agenda]**

5. **Other:** Possible Investment companies (Morgan Stanley of Manchester and Vigilant Capital Management of Portsmouth) were reported. Wayne agreed to research both further. Patti discussed a possible replacement for the open seat on the Board of Trustees and also requested an item be placed on the next agenda pertaining to the recognition of former Library Trustee Terri Simkin's time of service. (*Lynn arrived at 7:40 PM and there was discussion of the results from the Selectman's meeting*) Additional items included: email communication issues, timely programming updates and recapping agenda items addressed that evening to Library Director.
6. **Town Meeting Planning:** A public relations campaign was discussed.
7. **Building Plan:** Dead end shelving, making upstairs quieter, flooring and insufficient computer access were among the items that need to be resolved. Trustees went upstairs to visually inspect the area and discuss possibilities.
8. **Monies to Be Accepted:** Christine moved to accept, Patti seconded. All approved. (5-0)
9. **Investment Request for Proposal:** Wayne suggested that the proposal be adjusted to mirror the policy and state "...*help our fund grow at a reasonable rate of return.*" It was decided to solicit the following companies: Charter Trust, Ocean Bank, TD Bank, Citizens, Morgan Stanley, NH Public, Vigilant and NH Trust Company.

Next meeting: Tuesday, February 16, 2010 at 7 PM.

Meeting Concluded at 8:58 PM.  
Respectfully submitted,

Jamie Ramsey

Tucker Free Library Minutes

January 27, 2009

6:30 PM

Present: Terry Simkin, Pauline Simkin, Patti Osgood, Christine Anderson,  
Jean Colby.

1. Non-Public Forum per RSA: 91-A:3,II (a) at 6:35 pm Terry moved and Patti seconded to go into non-public forum without director. Terry yes, Pauline yes, Patti yes, Christine yes, Jean yes. Director's evaluation discussed. Terry moved and Patti seconded to come out of non-public forum at 7:40 pm. Approved (5-0). Christine left the trustee meeting at 7:40 pm. Lynn Piotrowicz, Library Director, joined the meeting at this time.
2. Minutes of November 18, 2008: Terry moved to accept as amended, Patti seconded. Approved (4-0).
3. Public Forum: No members of the public were present.
4. Treasurer's Report: Presented by Jean.
5. Money Received: Jean moved to accept. Patti seconded. Approved (4-0).
6. Directors Report: Non-monetary gifts were reviewed. Research on stained glass refurbishment discussed. Reviewed CPSIA potential restrictions and deadlines. Options for summer reading program reviewed. Decisions on periodical cuts made.
7. 2009 Preliminary Budget: Reviewed and discussed.
8. Other Business: Reviewed status of boiler repairs. Recommended to cover cost of Rotary membership from TFL budget. Discussed Trustee Board membership.

Meeting Ended at 8:35 PM

Next meeting February 17, 7:00 PM.

Respectively submitted:



Pauline Mortimer-Simkin