

## TUCKER FREE LIBRARY MEETING MINUTES – JANUARY 15, 2019

- ROLL CALL** Present: Patti Osgood, John Capuco, Deb Kreutzer, Lynn Piotrowicz-Library Director, Anne Crotti, Angelica Ladd (Phoned in)
- ITEM 1** **Minutes of Meeting: December 11, 2018 & December 27, 2018**  
**ACTION – ACCEPT** Patti moved to accept minutes of December 11, 2018 meeting and Deb seconded. Pass 5-0  
**ACTION- Modify/Accept** Patti moved to accept minutes of December 27<sup>th</sup> meeting as revised and Deb seconded. Pass 5-0
- ITEM 2** **Public Forum:** Matthew Henry, Town Administrator for Town of Henniker attended.  
Mr. Henry was introduced to all members of the Board of Trustees and provided with a review of current status of library programs and initiatives.
- ITEM 3** **Treasurer’s Report**  
a) Y-T-D Summary & Monthly Expenditure Review  
b) (Please note that some information has been blacked out to preserve the integrity of our financial information in light of recent breach of manifest in North Hampton, NH. Data is available if needed. Perhaps we need to adopt a Best-Practice on leaving such information in library for shredding after meeting.)  
**ACTION – REVIEW/ACCEPT** John moved to accept. Deb seconded. Pass 5-0  
c) Monies to Be Accepted - Rebecca & Peter Josephson for General Fund, Carolyn & Rodney Patenaude for Robert N. Fitch Fund, Patricia & Stephen St. Laurence in Memory of Robert T. French, Sr., Darby & Bill McGraw for General Fund, Martha Nemiccolo for Mary F. Kjellman Fund  
**ACTION – ACCEPT** Patti moved to accept. Deb seconded. Pass 5-0
- ITEM 4** **Director’s Report**  
a) Staffing update  
I. Jean Colby is assisting us with End-Of-Year Bookkeeping/Reporting  
II. Erin Longan, Penny Petkiewicz, and Josh Colby filling in evening shifts thru January  
b) Policy for Online Banking posted on website. A copy of the policy also included in the treasurer’s binder that will go along with audit materials.  
c) Notified Hopkinton Town Library of MOU extension. Provided relevant end of year statistics to director.
- ITEM 5** **2019 Town Meeting Preparations**  
a) **REVIEW OF IMPORTANT DATES**  
b) Budget worksheet  
c) Consideration of Warrant Articles  
d) Review of Town Report Draft - **Review of Tucker Free Library Annual Report for 2018**  
e) Preparing for Town Meeting  
f) Presentations at Town Meeting  
**ACTION – REVIEW/DISCUSS** Lynn to contact SMP to inquire about status of budget for project.
- ITEM 6** **Tucker Free Library: The Next Chapter Informational Meeting 6:30--January 24, 2019 with a snow date of January 31, 2019**  
a) Getting the word out: Weeklies, website, Facebook, signage, etc.  
b) Refreshments (per Jason have food available) **Light cheese and crackers/water available.**  
c) Responsibilities for that night: **Trustees will sit among audience to gather information and comments for review after the presentation.**  
d) Outcomes: Names for future mailing lists, who are the arguers against and a strategy to deal with, unexpected proponents who can help, other... how to gather and share the information  
e) Harnessing all the information to formulate a strategy
- ITEM 7** **Friends of Tucker Free Library**  
a) Scheduling a preliminary working session with Friends—**Sunday 1/20/19**  
b) Trying to piggy-back with another event at TFL to hold a quick general meeting to nominate and vote in officers.  
c) Once the organizational meeting takes place we can begin the 501(c) 3 process  
d) Anyone on BOT with expertise here to help Friends is welcome to assist
- ITEM 8** **Other:** Discussion of Social and Media press releases
- ITEM 9** **Schedule Next Meeting: ACTION – SET DATE** January 29 or 30, 2019 --5:30pm-- to work on Warrant Articles.

Respectfully submitted,  
Anne Crotti