

ROLL CALL Deb Kreutzer, Anne Crotti, Pattie Osgood, Angelica Ladd, Lynn Piotrowicz, Library Director. John Capuco: 6:06

ITEM 1 Minutes of Meeting: July 30, 2019, MOTION TO ACCEPT: DEB KREUTZER, SECONDED: ANNE CROTTI, VOTE:5-0

ITEM 2 Public Forum - None

ITEM 3 Treasurer's Report

- a) **Y-T-D Summary & Monthly Expenditure Manifest:** change Citizens Bank to S.H.O.T.
Discussion regarding tokens.
VOTE TO ACCEPT MANIFEST: DEB KREUTZER MOVED, SECONDED: PATTI OSGOOD. ACCEPTED 5-0.
TREASURER SIGN MONTHLY MANIFEST: Signed by Deb Kreutzer
- b) **Personnel Timesheet Review**
ACTION – TREASURER REVIEWS TIMESHEETS: Signed by Deb Kreutzer
- c) **Monies to Be Accepted** – \$100.00 from Susan Rose and Jenni Runte in Memory of Mary Ashcliffe. \$125.36 from Henniker Rotary Club for Walter K. Robinson Collection
MOTION TO ACCEPT: PATTI OSGOOD, SECONDED: ANNE CROTTI. VOTE: 5-0

ITEM 4 Director's Report

- a) **See "Nice" Note** reviewed
- b) **Programming** - Lynn is doing a Sunday Program on 9/29 chronicling the history of TFL building transformations. (Will have a teaser to run on iPad for Music on Main Street). Denise will show audience members how to preserve memories digitally on November 3. Erin will do story time on Wednesday morning. Negotiating with Rose to do four Sunday Family Story Times 10/6, 10/27, 11/17, 12/15.
- c) **Upcoming holiday hours.** Library to be closed Christmas Eve. New Year's Eve 10-4:00
MOTIONED TO ACCEPT: PATTI OSGOOD, SECONDED: DEB KREUTZER. VOTE: 5-0
- d) **AC** – Done & working. Waiting for bill. No more the \$10,000
Lighting Retrofit Project – No info yet
- e) **State Library** – proceeding with new ILL system. Going live Oct 8, 2019. Staff will be trained for the new system. NH Librarians voted to increase downloadable content budget to \$353,000.00.
- f) **Grants Update**
 - LCHIP Window on Landing in Attic – Have not heard. Still waiting
 - NHPA Condition Assessment Study – Director completed the historic portion of review, now with SMP for code/safety analysis, creation of preservation plan.
 - Emergency Shelter Grant – No funding. Would require adherence to conditions

ITEM 5 Preliminary Budget 2020

- a) On selectman's agenda for Nov 2, 2019 8:50
- b) Increase in library equipment line. Computers need to be updated
- c) Contracted services increased due to downloadable material

ITEM 6 Building Project – Support

Discussion regarding building project. Do not have estimate yet. Question of percentage we need to raise.

- a) Volunteers interested in the Building Project Lynn keeping track of those individuals who have expressed interest in volunteering
- b) Next public presentation with SMP 10/27/19 at 2PM.
- c) EDIT - Update letter from trustees to community. Need to make it brief and condensed. Bullet points.
- d) Telling our story in the community – TFL Roadshow
 - Music on Main Street – Public Information Table. Goal to increase community enthusiasm/ interest for project
 - Chamber, Rotary, Lions: Scheduling a presentation with the Chamber of Commerce.

ITEM 7 Building Project – Policies & Procedures – 1st Reading

- a) Current Policy. Reviewed
- b) Gift Acceptance Policy. Reviewed. For this project FTFL will be accepting donations. Will need to develop one in cooperation with FTFL that they will use.
- c) Donor Privacy Policy. Reviewed.
- d) Donor Bill of Rights. Reviewed.
- e) Friends – Memorandum of Understanding. Reviewed.

ITEM 8 Tucker Free Library Chapter of Master Plan – 2002 Reviewed

ITEM 9 Other: Learning NH received a grant from The Bezos Family Foundation. TFL was named as a recipient of funds.

ITEM 10 Schedule Next Meeting Dates: October 8, 2019 at 6:00PM

ADJOURN MOTIONED TO ADJOURN AT 7:38 BY: DEB KREUTZER SECONDED BY: JOHN CAPUCO, VOTE: 5-0

NAME OF RECORDING SECRETARY: John Capuco