

**MEETING
PROCESS
ROLL CALL**

A Checklist To Ensure Meetings Are Compliant With The Right-to-Know Law During The State Of Emergency

ACTION - RECORD ATTENDANCE and IF ANYONE IS IN THE ROOM WITH TRUSTEE AT THE START OF MEETING.

| NAME OF MEETING PARTICIPANTS | PRESENT AT (time entered) | OTHERS IN ROOM |
|------------------------------|---------------------------|----------------|
| Patti Osgood | 5:30 | No Others |
| Angelica Ladd | Absent | |
| Debra Kreutzer | 5:30 | No Others |
| Anne Crotti | 5:30 | No Others |
| John Capuco | 5:30 | No Others |
| Lynn Piotrowicz- DIRECTOR | 5:30 | No Others |

ITEM 1

Public Forum – The LIBRARY DIRECTOR will unmute you if you raise your hand.

| NAME OF PUBLIC MEMBER ATTENDING |
|---------------------------------|
| Sylvia Lennox-FTFL |

ITEM 2

Minutes of Meeting: May 28, 2020

MOVE TO ACCEPT: Patti Osgood

SECONDED BY: Deb Kreutzer

| NAME | VOTE |
|----------------|--------|
| Patti Osgood | Yes |
| Angelica Ladd | Absent |
| Debra Kreutzer | Yes |
| Anne Crotti | Yes |
| John Capuco | Yes |

ITEM 3

Treasurer’s Report & Budget Discussion

- a) Y-T-D Summary & Monthly Expenditure Manifest

MOVE TO ACCEPT: Patti Osgood

SECONDED BY: Deb Kreutzer

| NAME | VOTE |
|----------------|--------|
| Patti Osgood | Yes |
| Angelica Ladd | Absent |
| Debra Kreutzer | Yes |
| Anne Crotti | Yes |
| John Capuco | Yes |

- b) Personnel Timesheet Review

ACTION – Suspended until that time the treasurer can physically review and sign

- c) COVID19 Grant Funding Update – TFL received \$2864.24 in GOEFFER Funds. Have been purchasing a few additional COVID supplies before the end of this quarter and possible end of funding opportunity.
- d) Analysis of Budget to Date:
Discussion of Appropriation Letter Request-3/4 amount available
- e) Monies to Be Accepted:

\$300.00 from Lorinda “Rindy” Routon for the great readers of Henniker: Gary McGrath, Walter K. Robinson, and Angela Robinson.

MOVE TO ACCEPT: Patti Osgood

SECONDED BY: John Capuco

| NAME | VOTE |
|----------------|--------|
| Patti Osgood | Yes |
| Angelica Ladd | Absent |
| Debra Kreutzer | Yes |
| Anne Crotti | Yes |
| John Capuco | Yes |

ITEM 4

Friends’ Update Sylvia Lennox reported on current numbers and financial status of Friends.

Tentative date for the Friends’ Annual meeting is Sunday, December 6, at 2:00 pm.

ITEM 5

Pandemic Service Plan – Next Phase for Library Service

Plan was reviewed. Concern for appropriate cleaning services were discussed and Lynn will provide follow up with contracted service.

ITEM 6

USING THE TUCKER FREE LIBRARY DURING THE COVID-19 PUBLIC HEALTH EMERGENCY- Rules and regulations for all library patrons and staff. Discussion followed.

ITEM 7

Board Update/Town Meeting 2021 Patti Osgood and Angelica Ladd are up for reelection

ITEM 8

Other None

ITEM 9

Next Meeting: September 24, 2020 at 5:30 pm

ADJOURN PUBLIC FOR NON-PUBLIC SESSION

See second Zoom Instructions

**ADJOURN
PUBLIC SESSION**

MOVE TO ADJOURN PUBLIC PORTION OF MEETING BY: Patti Osgood SECONDED BY: Anne Crotti

| NAME | VOTE |
|----------------|---------------|
| Patti Osgood | Yes |
| Angelica Ladd | Absent |
| Debra Kreutzer | Yes |
| Anne Crotti | Yes |
| John Capuco | Yes |

RECORDING SECRETARY: Anne Crotti

ITEM 10

NON-PUBLIC PER RSA 91—A:3 II(a)

- (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted.

MOVE TO ENTER NON-PUBLIC PORTION OF MEETING BY: Patti Osgood SECONDED BY: John Capuco

| NAME | VOTE |
|----------------|---------------|
| Patti Osgood | Yes |
| Angelica Ladd | Absent |
| Debra Kreutzer | Yes |
| Anne Crotti | Yes |
| John Capuco | Yes |

MOVE TO SEAL MINUTES OF NON-PUBLIC PORTION OF MEETING BY: Patti Osgood SECONDED BY: John Capuco

| NAME | VOTE |
|----------------|---------------|
| Patti Osgood | Yes |
| Angelica Ladd | Absent |
| Debra Kreutzer | Yes |
| Anne Crotti | Yes |
| John Capuco | Yes |

**ADJOURN NON-
PUBLIC SESSION**

MOVE TO ADJOURN NON-PUBLIC PORTION OF MEETING BY: Patti Osgood SECONDED BY: John Capuco

| NAME | VOTE |
|----------------|---------------|
| Patti Osgood | Yes |
| Angelica Ladd | Absent |
| Debra Kreutzer | Yes |
| Anne Crotti | Yes |
| John Capuco | Yes |

RECORDING SECRETARY: Anne Crotti

Time: 7:28