

**RECORDING
SECRETARY
ROLL CALL**

DEBRA KREUTZER SERVED AS RECORDING SECRETARY FOR THIS MEETING COMMENCING AT: 3:30

ACTION - RECORD ATTENDANCE

MEETING PARTICIPANTS	PRESENT
John Capuco	y
Anne Crotti	y
Debra Kreutzer	y
E. Joseph Petrick	y
Frances Tain	y
Lynn Piotrowicz- DIRECTOR	y

PUBLIC COMMENT

Public Forum

MEMBERS OF PUBLIC PRESENT	MEMBERS OF PUBLIC PRESENT
Sylvia Lennox	

ITEM 1

ACCEPT MINUTES OF PRIOR MEETING: JANUARY 17, 2024

ACTION – MOVE TO ACCEPT: Fran

SECONDED BY: Joe

MEETING PARTICIPANTS	VOTE
John Capuco	y
Anne Crotti	y
Debra Kreutzer	y
E. Joseph Petrick	y
Frances Tain	y

ITEM 2

TREASURER'S REPORT

TRUST FUND REPORT, YEAR-TO-DATE BUDGET REPORT & MANIFEST

ACTION – MOVE TO ACCEPT: Deb

SECONDED BY: Anne

MEETING PARTICIPANTS	VOTE
John Capuco	y
Anne Crotti	y
Debra Kreutzer	y
E. Joseph Petrick	y
Frances Tain	y

MONIES/GIFTS TO ACCEPT

DONATION FROM	AMOUNT	FOR
Martha Nemiccolo	\$200.00	Mary F, Kjellman Fund
Maralyn J Perron	\$ 50.00	Janine Bates
Patricia Clancy	\$ 50.00	Janine Bates
Heidi Erdahl	\$100.00	Janine Bates
Elizabeth & Vincent Bartolotti	\$100.00	Janine Bates

ACTION – MOVE TO ACCEPT: Fran

SECONDED BY: John

MEETING PARTICIPANTS	VOTE
John Capuco	y
Anne Crotti	y
Debra Kreutzer	y
E. Joseph Petrick	y
Frances Tain	y

ITEM 3

DIRECTOR'S REPORT

- A. Staff member has been accepted into the University of Pittsburgh MLIS online program. Assisting with letters of recommendations for scholarships.
- B. Communication from Finance Officer regarding [appraisal of fine arts](#)
 - Since the threshold for reimbursement is \$10,000 and we only have one clock at that amount and 30 chairs at \$9500, suggest that we not proceed with appraisal. Board agrees to accept PRIMEX numbers and not go forward with additional assessment.

- C. Library schedule of operations: TFL now closed on Sundays until further notice. Closing at 5 instead of 6 on T,W,Th for lack of staff availability.
- D. Friends raising funds to pay for the construction of the new circulation desk (\$8,000).
- Suggest using Robert N. Fitch Fund to purchase a large monitor/tv (\$150-200) that can be mounted (\$25-50) on the wall behind the desk that will provide programming information to the community
 - Using library supply funds: purchase an hp desktop (HP 2023 Newest 22-inch FHD All-in-One Desktop Computer Dual-Core AMD Athlon Silver 3050U 12GB DDR4 RAM NVMe M.2 256GB SSD WiFi AC BT RJ45 Webcam Windows 11 Pro White w/RE USB3.0 Flash Drive (\$599) and scanner (\$32) for the lower level of circulation desk. *** No longer needed. Appropriate equipment was located that can be salvaged and adapted for use.**
 - Using library supply funds: purchase two small file cabinets to fit into the design. (\$50 each POLUP-VFC-2D-White). The department currently has a four drawer file cabinet that will be used in storage for library historical files.
 - Using library supply funds: purchase a second ergonomic chair for sitting position and a new ergonomic chair for the Main Floor circulation desk (\$300)

E. Monthly Metrics

METRICS	2023 TOTAL	2024 Y-T-D TOTAL	JANUARY	FEBRUARY
# PROGRAMS	242	64	35	29
# ATTENDING PROGRAMS	2026	377	158	219
# NEW PATRONS	224	25	12	13
CIRCULATION - PHYSICAL	24693	3613	1735	1878
CIRCULATION - eCONTENT	10299	1946	1041	905
% PHYSICAL TO eCONTENT	70.57%	64.99%	62.50%	67.48%
DOOR COUNT	14098	2103	973	1130

ITEM 4 2024 BUDGET DISCUSSION & TOWN MEETING PLANNING

- A. Presentation and defense of Warrant Articles
- B. TOWN MEETING CALENDAR

- TOWN MEETING – VOTE 3/12
- TOWN MEETING – ANNUAL MEETING 3/16

ITEM 5 BUILDING PROJECTS, PUBLIC HEALTH & SAFETY INITIATIVES

- A. Garaventa. Marc Aucoin removed power (\$280). Jim Airgood removed and disposed of platform (\$260). NH DOL will return to certify that lift is no longer on the premises.
- B. Circulation Desk design finalized now being built, funded by the Friends of Tucker Free Library. Hope for install in March.
- C. Furnace clanking due to dysfunctional flap was repaired and other maintenance done.

ITEM 6 OTHER

- April 7-13 is National Library Week. Consider some kind of special promotional activity/ies.
- Anne needs excused absences from meetings for a couple months.
- 27th March: Country Spirit - 10% proceeds will go to Rotary.

ITEM 7 SCHEDULE NEXT MEETING April 10, 3:30

ITEM 8 ADJOURN 5:25 , no non-public needed

TRUST FUND ACCOUNTING

TRUSTEES OF TOWN TRUST FUNDS MANAGED	EXPENDITURE CATEGORY	RECEIVED 2024	BALANCE 12/31/2023	EXPENDED THRU 2024	DONATIONS TO 2024	DEPOSIT TO TRUST FUND	BALANCE 12/31/2024
L.A. Cogswell*	LIBRARY OPERATIONS	\$ 2,401.25	\$ -	\$ 2,401.25	\$ -	\$ -	\$ -
Dr. Francis O. Holmes*	MEMORIAL BOOKS	\$ 186.94	\$ 99.87	\$ 55.07	\$ -	\$ -	\$ 231.74
D.W. & E. Cogswell	LIBRARY OPERATIONS	\$ 1,555.97	\$ -	\$ 1,555.97	\$ -	\$ -	\$ -
A.D. Huntoon*	LIBRARY OPERATIONS	\$ 106.48	\$ -	\$ 106.48	\$ -	\$ -	\$ -
Marjorie B. Bennett*	MEMORIAL BOOKS	\$ 1,034.24	\$ 919.71	\$ 210.08	\$ -	\$ -	\$ 1,743.87
Scott J. Berry*	MEMORIAL BOOKS	\$ 184.82	\$ 788.53	\$ 22.77	\$ -	\$ -	\$ 950.58
Mary F. Kjellman*	MEMORIAL BOOKS	\$ 297.55	\$ 636.08	\$ 68.36	\$ 200.00	\$ 200.00	\$ 865.27
James W. Doon*	MEMORIAL BOOKS	\$ 86.10	\$ 600.72	\$ 17.10	\$ -	\$ -	\$ 669.72
Preston Fund	LIBRARY OPERATIONS	\$ 1,083.16	\$ -	\$ 1,083.16	\$ -	\$ -	\$ -
Alice V. Colby*	LIBRARY OPERATIONS	\$ 32.03	\$ -	\$ 32.03	\$ -	\$ -	\$ -
George W. Tucker	LIBRARY OPERATIONS	\$ 10,180.13	\$ -	\$ 10,180.13	\$ -	\$ -	\$ -
Robert N. Fitch*	MEMORIAL TECHNOLOGY	\$ 726.29	\$ 1,057.96	\$ -	\$ -	\$ -	\$ 1,784.25
Walter K. Robinson	MEMORIAL BOOKS	\$ 179.28	\$ 109.38	\$ 48.45	\$ -	\$ -	\$ 240.21
		\$ 18,054.24	\$ 4,212.25	\$ 15,780.85	\$ 200.00	\$ 200.00	\$ 6,485.64

*Trusts that list Trustees of Tucker Free Library with fiduciary capacity

LIBRARY TRUSTEE MANAGED FUNDS	EXPENDITURE CATEGORY	BALANCE 12/31/18	BALANCE 12/31/19	BALANCE 12/31/2020	BALANCE 12/31/2021	BALANCE 12/31/2022	BALANCE 12/31/2023	CURRENT BALANCE
TD Bank								
Willis Cogswell	LIBRARY OPERATIONS	\$ 341,727.77	\$ 387,192.97	\$ 407,824.58	\$ 432,088.02	\$ 339,950.70	\$ 333,113.16	\$ 333,113.16
Bar Harbor (1)								
SUBFUND								
	Starting Balance		% of Fund					
Cammett, Helen (2)	\$ 5,001.13	3.15	\$ 7,217.58	\$ 8,399.62	\$ 8,969.98	\$ 9,997.81	\$ 8,555.54	\$ 9,574.78
Childs, Anna (3)	\$ 7,247.14	4.41	\$ 10,104.61	\$ 11,759.47	\$ 12,557.97	\$ 13,996.94	\$ 11,977.75	\$ 13,404.69
Soderstrom, Ann (4)	\$ 189,147.45	88.28	\$ 202,275.59	\$ 235,402.82	\$ 251,387.27	\$ 280,192.63	\$ 239,772.36	\$ 268,336.88
TD Bank Refund (5)	\$ 7,111.97	4.16	\$ 9,531.79	\$ 11,092.84	\$ 11,846.07	\$ 13,203.46	\$ 11,298.74	\$ 12,644.78
Total of Funds	\$ 208,507.69	100%	\$229,129.58	\$266,654.76	284,761.29	317,390.84	271,604.39	303,961.12
								311,936.00

ANNOTATIONS ATTACHED AS COMMENTS TO FUNDS IN THE BAR HARBOR TRUST ACCOUNT.

- 1-The Charter Trust Account was designated as a "Board Restricted Endowment" on 09/08/2021 by a vote of 5-0. It is now known as Bar Harbor as the change in management has occurred.
- 2-The money from the Helen Cammett fund was received as Tucker Free Library was listed as a beneficiary of her insurance policy
- 3-The Anna Childs has as it's intent statement: "I give and bequeath to the Trustees of the Tucker Free Library of Henniker, New Hampshire, the sum of Five Thousand Dollars (\$5,000.00) to establish an Endowment Fund to be known as the Anna L. Childs Memorial Fund, the income only to be used for the benefit of the Francis Lane Childs Historical Room, but if not needed for this purpose, then for the general purposes of the Library." Will of Francis L. Childs, June 4, 1974.
- 4-Unconditional "I give my entire Estate, including any property over which I may have a power of appointment, as follows:...One-half (1/2) of my estate to Tucker Free Library, Henniker, New Hampshire." Last Will and Testament of Ann Soderstrom dated June 25, 2008.
- 5-Library Director received a letter and a check from TDWealth Management:
The letter states that the status of our trust failed to meet new regulations so it has been changed to a private foundation. Since it is now considered a private foundation they owed us money to compensate for the incorrect status (it changed from 4% to 5%) so they sent us \$6210 09/09/2011. They later sent an additional check in the amount of \$901.97 for underpayment.

TUCKER FREE LIBRARY - TREASURER'S REPORT 2024

REVENUE		2024 INCOME
Personnel Appropriation Funds	\$	23,482.71
Cash Income & Trust Funds	\$	4,720.90
Operational Income	\$	792.28
Other Direct Income	\$	614.00
TOTAL REVENUE		\$ 29,609.89

EXPENDITURES		2024 EXPENDITURES
Personnel Expenses	\$	23,482.71
Patron Service Expenses	\$	7,034.05
Facility Management Expenses	\$	1,774.87
Technology Management Expenses	\$	-
Other Direct Costs	\$	600.00
TOTAL EXPENDITURES		\$ 32,891.63

RESERVED FUNDS		
Total Trust Funds Reserved	\$	6,485.64
Vivian Allen Fund	\$	176.88
Beres Fund	\$	2,000.00
TOTAL UNEXPENDED/RESERVE FUNDS		\$ 8,662.52

TUCKER FREE LIBRARY - TREASURER'S REPORT 2024			
INCOME		2024 INCOME YTD	2024 BUDGET CATEGORY
PERSONNEL APPROPRIATION FUNDS		\$ 23,482.71	\$ 245,445.00
4-2000	Town Appropriation - Personnel	\$ 23,482.71	\$ 245,445.00
CASH INCOME & TRUST FUNDS		\$ 4,720.90	\$ 35,257.16
4-3510	Contribution Overdue	\$ 20.17	\$ -
4-3540	Non-Resident Cards	\$ -	\$ -
4-5010	Annual Income from Willis Cogswell Fund	\$ 4,300.73	\$ 17,202.92
4-5020	Annual Income from Town Trust Funds	\$ -	\$ 18,054.24
4-5030	Donations: Established Trust Funds	\$ 200.00	\$ -
4-5040	Donations: In Memory/Honor of Donations	\$ 200.00	\$ -
4-5050	Donations: General Purpose	\$ -	\$ -
OPERATIONAL INCOME		\$ 792.28	\$ 26,953.00
4-1000	Town Appropriation-Operations	\$ -	\$ 20,799.00
4-1010	Town Appropriation - Fuel	\$ 463.96	\$ 6,154.00
4-3520	COPY & FAX Service	\$ 192.50	\$ -
4-3550	Overdue Processing Fee	\$ -	\$ -
4-3560	Damaged/Lost Books	\$ 135.82	\$ -
OTHER DIRECT INCOME		\$ 614.00	\$ 24,600.00
4-6000	Sale of Surplus	\$ 14.00	\$ -
4-6020	Reimbursed Purchase	\$ -	\$ -
4-6095	Friends of Tucker Free Library Reimbursed Purchase		\$ 4,000.00
4-7020	GRANT FUNDS: NHH Speaker (Reimbursed by NH Humanities)	\$ 600.00	\$ 600.00
4-9600	GRANT FUNDS: Moose Plate Phase 2 Granite/Mortar	\$ -	\$ 20,000.00
TOTAL REVENUE		\$ 29,609.89	\$ 332,255.16
EXPENDITURES		2024 PAID YTD	2024 BUDGET CATEGORY
PERSONNEL EXPENSES		\$ 23,482.71	\$ 245,444.64
6-2000	Library -- Wages (2% COLA + MERIT POOL of \$3K)	\$ 17,100.87	\$ 191,222.00
	Library - Benefit: Health Insurance	\$ 3,683.34	\$ 24,754.00
	Library -- Fica (7.65% of Library Wages)	\$ 1,292.42	\$ 14,734.00
	Library -- Retirement (11.17% of Eligible Wages)	\$ 1,088.08	\$ 11,709.00
	Library - Longevity Pay for Employees	\$ -	\$ 1,375.00
	Library -- Workers Comp/Unemp Ins	\$ 318.00	\$ 1,375.64
6-2020	Library -- Membership & Mileage	\$ -	\$ 150.00
6-2030	Library -- Staff Development	\$ -	\$ 125.00
PATRON SERVICES EXPENSES		\$ 7,034.05	\$ 28,173.00
6-3000	Library Acquisitions -- Books	\$ 1,993.61	\$ 16,000.00
6-3002	Library Acquisitions -- Material Processing Fee	\$ 151.11	\$ 1,300.00
6-3010	Library Acquisitions -- Audio Books	\$ -	\$ -
6-3020	Library Acquisitions -- Periodicals	\$ -	\$ 300.00
6-3030	Library Acquisitions -- DVD	\$ 7.03	\$ 300.00
6-3035	Library Acquisitions -- Patron Technology	\$ -	\$ 500.00
6-3560	Reimbursement for Lost/Damaged ILL to LENDING LIBRARY	\$ 36.00	\$ -
6-6000	Library Program - Software Services	\$ -	\$ -
	Library Catalog	\$ 2,050.00	\$ 2,050.00
	NHDB for eContent	\$ 2,689.00	\$ 2,689.00
	Library Website, Misc. Software	\$ 107.30	\$ 1,034.00
6-6010	Library Program - Speakers & Supplies	\$ -	\$ 4,000.00
FACILITY MANAGEMENT EXPENSES		\$ 1,774.87	\$ 58,080.00
6-4000	Library General Maintenance -- Janitorial	\$ 400.00	\$ 5,500.00
6-4010	Library General Maintenance -- Bldg Repairs	\$ 202.19	\$ 8,965.00
6-4020	Library Utilities (Total - Heating Oil)	\$ 358.86	\$ 13,961.00
	Library Utilities - Heating Oil 1800 gals @ \$2.499per gal	\$ 463.96	\$ 6,154.00
6-4030	Library Bldg Maintenance Supplies	\$ 349.86	\$ 3,500.00
6-9600	GRANT FUNDS: Moose Plate Phase 3 Granite/Mortar	\$ -	\$ 20,000.00
TECHNOLOGY MANAGEMENT EXPENSES		\$ -	\$ 500.00
6-5010	Library Tech Maintenance	\$ -	\$ 500.00
6-5020	Library Equipment	\$ -	\$ -
OTHER DIRECT COSTS		\$ 600.00	\$ 600.00
6-4035	COVID Related Expenses (UNREIMBURSED)	\$ -	\$ -
6-6020	Staff Reimbursed Purchase	\$ -	\$ -
6-6090	Trustees of the Town Trust Funds (Total from 4-5030)	\$ -	\$ -
6-6095	Friends of Tucker Free Library Reimbursed Purchase	\$ -	\$ -
6-7020	GRANT FUNDS: NHH Speaker (Reimbursed by NH Humanities)	\$ 600.00	\$ 600.00
TOTAL LIBRARY OPERATIONS BUDGET		\$ 32,891.63	\$ 332,197.64

Tucker Free Library

Manifest Cash Disbursements Journal

1/10/2024 To 2/27/2024

		ID#	Acct#	Account Name	Debit	Credit
CD	10-Jan-24	Citizens Bank Businss Card				
		5721	1-1100	General Checking Account		\$1,012.02
		5721	6-5020	Equipment	\$799.98	
		5721	6-3000	Books	\$94.50	
		5721	6-3030	DVD - Appropriation Fund	\$11.99	
		5721	6-4030	Supplies	\$79.05	
		5721	6-6000	Library Programs - Contracted	\$26.50	
CD	10-Jan-24	Eversource				
		5722	1-1100	General Checking Account		\$353.10
		5722	6-4020	Utilities	\$353.10	
CD	14-Jan-24					
		5727	1-1100	General Checking Account		\$300.00
		5727	6-7020	NHHC Speaker Reimbursed	\$300.00	
CD	17-Jan-24	Biblionix				
		5720	1-1100	General Checking Account		\$2,050.00
		5720	6-6000	Library Programs - Contracted	\$2,050.00	
CD	17-Jan-24	Friends of Tucker Free Library				
		5723	1-1100	General Checking Account		\$200.00
		5723	6-7005	Friends of Tucker Free Library (Donation Transferred to)	\$200.00	
CD	17-Jan-24	Mark Reilly White Tornado				
		5724	1-1100	General Checking Account		\$400.00
		5724	6-4000	General Maintenance	\$400.00	
CD	17-Jan-24	Trustees of Town Trust Funds				
		5725	1-1100	General Checking Account		\$800.00
		5725	6-6090	Trustees of the Trust Fund (2023 Donations Transferred to)	\$800.00	
CD	17-Jan-24	US Postal Service				
		5726	1-1100	General Checking Account		\$98.00
		5726	6-4020	Utilities (PO BOX rental for 2024)	\$98.00	
CD	23-Jan-24	Baker & Taylor FICTION				
		5728	1-1100	General Checking Account		\$422.97
		5728	6-3000	Books	\$375.35	
		5728	6-3002	Processing	\$47.62	
CD	23-Jan-24	Baker & Taylor NONFIC L4497				
		5729	1-1100	General Checking Account		\$107.87
		5729	6-3000	Books	\$104.19	
		5729	6-3002	Processing	\$3.68	
CD	23-Jan-24	Monadnock Security Systems,				
		5730	1-1100	General Checking Account		\$257.00
		5730	6-4010	Building Repairs	\$257.00	
CD	31-Jan-24	TDS				
		5733	1-1100	General Checking Account		\$38.21
		5733	6-4020	Utilities	\$38.21	
CD	31-Jan-24	TDS				
		5734	1-1100	General Checking Account		\$46.95
		5734	6-4020	Utilities	\$46.95	
CD	6-Feb-24	Ossipee Public Library				
		5731	1-1100	General Checking Account		\$26.00
		5731	6-3560	Damaged/Lost Books	\$26.00	
CD	6-Feb-24	Sullivan Public Library				
		5732	1-1100	General Checking Account		\$10.00
		5732	6-3560	Damaged/Lost Books	\$10.00	
CD	6-Feb-24	Town of Henniker				

		5735	1-1100	General Checking Account		\$163.80
		5735	6-4020	Utilities - H2O	\$163.80	
CD	6-Feb-24	Alexandria Peary				
		5736	1-1100	General Checking Account		\$300.00
		5736	6-7020	NHHC Speaker Reimbursed	\$300.00	
CD	7-Feb-24	Citizens Bank Businss Card				
		5740	1-1100	General Checking Account		\$570.62
		5740	6-3000	Books	\$144.92	
		5740	6-6000	Library Programs - Contracted	\$80.80	
		5740	6-4030	Supplies	\$349.86	
		5740	6-3030	DVD - Appropriation Fund		\$4.96
CD	13-Feb-24	Monadnock Security Systems,				
		5737	1-1100	General Checking Account		\$202.19
		5737	6-4010	Building Repairs	\$202.19	
CD	13-Feb-24	Baker & Taylor FICTION				
		5738	1-1100	General Checking Account		\$1,043.25
		5738	6-3000	Books	\$958.62	
		5738	6-3002	Processing	\$84.63	
CD	13-Feb-24	Baker & Taylor NONFIC L4497				
		5739	1-1100	General Checking Account		\$331.21
		5739	6-3000	Books	\$316.03	
		5739	6-3002	Processing	\$15.18	
CD	13-Feb-24	Mark Reilly White Tornado				
		5741	1-1100	General Checking Account		\$400.00
		5741	6-4000	General Maintenance	\$400.00	
CD	26-Feb-24	Comcast				
		5744-1	1-1100	General Checking Account		\$109.90
		5744-1	6-4020	Utilities	\$109.90	
Grand Total:					\$12,129.94	\$12,129.94

Manifest Cash Receipts Journal

1/10/2024 To 2/27/2024

		ID#	Acct#	Account Name	Debit	Credit
CR	16-Jan-24					
		CR000463	1-1100	General Checking Account	\$32.00	
		CR000463	4-3520	Copier		\$32.00
CR	30-Jan-24					
		CR000464	1-1100	General Checking Account	\$460.00	
		CR000464	4-3520	Copier		\$60.00
		CR000464	4-5040	Memory/Honor Donations		\$100.00
		CR000464	4-7020	NHHC Speaker Reimbursement		\$300.00
CR	6-Feb-24					
		CR000465	1-1100	General Checking Account	\$696.46	
		CR000465	4-3510	Contribution Overdue		\$20.17
		CR000465	4-3520	Copier		\$5.00
		CR000465	4-3560	Damaged/Lost Books		\$20.00
		CR000465	4-5040	Memory/Honor Donations		\$100.00
		CR000465	4-5050	General Purpose Donation		\$0.00
		CR000465	4-6095	Reimbursed Puchase - Friends of TFL (2023)		\$551.29
CR	13-Feb-24					
		CR000467	1-1100	General Checking Account	\$943.14	
		CR000467	4-1000	Town Appropriation (Balance from 2023)		\$923.14
		CR000467	4-3520	Copier		\$20.00
CR	21-Feb-24					
		CR000468	1-1100	General Checking Account	\$4,352.04	
		CR000468	4-3520	Copier		\$31.50
		CR000468	4-3560	Damaged/Lost Books		\$19.81
		CR000468	4-5010	Willis Cogswell Fund		\$4,300.73
				Grand Total:	\$7,129.64	\$7,129.64

		USE	SOURCE					
ACCOUNT		2024 BUDGET	TOWN APPROPRIATION	TOWN MANAGED TRUST FUNDS	TDBANK MANAGED TRUST FUND	OPERATIONAL REVENUE	GRANTS	FRIENDS
NUMBER	2024 ACCOUNT TITLE							
PERSONNEL EXPENSES		\$245,445	\$245,170	\$275	\$0	\$0	\$0	\$0
Personnel Expenses Managed By Town								
4550-110	Library - Wages	\$185,190						
4550-110	COLA INCREASE (2%)	\$3,032						
4550-110	Merit (Pool of \$3,000)	\$3,000						
4550-110	Library - Wages Longevity	\$1,375						
4550-211	Library - Benefit Insurance (92/8PER TOWN POLICY)	\$24,754						
4550-220	Library - FICA	\$14,734						
4550-230	Library - Retirement	\$11,709						
4550-523	Library - Workers Comp/Unemp Ins	\$1,376						
Additional Personnel Expenses								
6-2020	Library Membership, Mileage	\$150						
6-2030	Library Staff Development	\$125						
PATRON SERVICES EXPENSES		\$28,173	\$0	\$3,373	\$18,000	\$2,800	\$0	\$4,000
6-3000	Library Acquisitions - Books	\$16,000						
6-3002	Library Acquisitions - Material Processing Fee	\$1,300						
6-3010	Library Acquisitions - Audio Books	\$0						
6-3020	Library Acquisitions - Periodicals	\$300						
6-3030	Library Acquisitions - Video Appropriation	\$300						
6-3035	Library Acquisitions - Patron Technology	\$500						
6-6000	Library Contract Services - Technology/Hardware							
	Library Circulation System	\$2,050						
	Annual Payment to NH Downloadable	\$2,689						
	Misc. Software Fees - Staff	\$470						
	Annual Newsletter & Website Fees	\$436						
	Misc Patron computer licensing fees & management	\$128						
6-6010	Library Programs - Speakers & Supplies	\$4,000						
FACILITY MANAGEMENT EXPENSES		\$31,926	\$21,074	\$10,852	\$0	\$0	\$0	\$0
6-4000	Library General Maintenance - Janitorial	\$5,500						
6-4010	Library General Maintenance - Repairs	\$8,965	\$7,189					
6-4020	Library Contracted Services - Building Safety & Utilities	\$13,961						
	Central Dispatch Monitoring	\$408	\$408					
	Annual Lifts Inspection	\$500	\$500					
	Annual Fire Extinguisher Inspection	\$55	\$55					
	Annual Fire/Safety System Inspection	\$350	\$350					
	PO BOX Rental	\$76						
	Heating	\$6,154	\$6,154					
	Electric	\$3,200	\$3,200					
	Water	\$228	\$228					
	Sewer	\$480	\$480					
	Phone	\$1,094	\$1,094					
	Internet	\$1,416	\$1,416					
6-4030	Library Building Maintenance - Supplies	\$3,500						
6-4035	COVID Related Supplies/Expenses	\$0						
6-7015	MOOSE PLATE PROJECT	\$0						
TECHNOLOGY MANAGEMENT EXPENSES		\$500	\$0	\$500	\$0	\$0	\$0	\$0
6-5010	Library Technical Maintenance	\$500						
6-5020	Library Technical Equipment/Software							
TOTAL OPERATION BUDGET		\$306,044	\$266,244	\$15,000	\$18,000	\$2,800	\$0	\$4,000