

**TUCKER FREE LIBRARY BOARD OF TRUSTEES  
ANNOUNCEMENT OF TRUSTEES' MEETING & AGENDA**

**TUESDAY MAY 27, 2025 at 3:30PM**

**In-person, Main Floor Meeting Space**

ROLL CALL	ATTENDANCE
PUBLIC COMMENT	PUBLIC FORUM – please limit comments to three minutes
ITEM 1	ACCEPT MINUTES OF PRIOR MEETING April 22, 2025, May 16, 2025
ITEM 2	TREASURER'S REPORT
ITEM 3	DIRECTOR'S REPORT
ITEM 4	FOLLOW-UP ON MEETING WITH TRUSTEES OF TOWN TRUST FUNDS
ITEM 5	OTHER
ITEM 6	SCHEDULE NEXT MEETING
ITEM 7	ADJOURN

GENERAL MEETING ANNOUNCEMENT POSTED: May 20, 2025 at [Tucker Free Library](#), [Henniker Town Hall](#),  
[Tucker Free Library Facebook Page](#)

RECORDING SECRETARY		:SERVED AS RECORDING SECRETARY FOR THIS MEETING COMMENCING AT:	
ROLL CALL	ACTION - RECORD ATTENDANCE		
	MEETING PARTICIPANTS	PRESENT	
	John Capuco		
	Debra Kreutzer		
	Angelica Ladd		
	E. Joseph Petrick		
	Frances Tain		
	Lynn Piotrowicz- DIRECTOR		
PUBLIC COMMENT	Public Forum		
	MEMBERS OF PUBLIC PRESENT	MEMBERS OF PUBLIC PRESENT	
ITEM 1  Minutes, April 22 PGS 5-7  Minutes, May 15 PG 8	ACCEPT MINUTES OF PRIOR MEETING: April 22, 2025 and May 16, 2025		
	APRIL 22, 2025 ACTION – MOVE TO ACCEPT:		SECONDED BY:
	MEETING PARTICIPANTS	VOTE	
	John Capuco		
	Debra Kreutzer		
	Angelica Ladd		
	E. Joseph Petrick		
	Frances Tain		
	May 16, 2025 ACTION – MOVE TO ACCEPT:		SECONDED BY:
	MEETING PARTICIPANTS	VOTE	
	John Capuco	Abstain	
	Debra Kreutzer		
Angelica Ladd	Abstain		
E. Joseph Petrick			
Frances Tain			
ITEM 2  TRUST ACCT, PG 9 Y-T-D TOTAL, PG 10  SUMMARY, PG 11 MANIFEST, PGS 12-14	TREASURER’S REPORT		
	Trust Fund Accounting, Y-T-D Total, & Manifest		
	MOVE TO ACCEPT:		SECONDED BY:
	MEETING PARTICIPANTS	VOTE	
	John Capuco		
	Debra Kreutzer		
	Angelica Ladd		
	E. Joseph Petrick		
	Frances Tain		
	MONEY TO ACCEPT - NONE		
	MOVE TO ACCEPT:		SECONDED BY:
	MEETING PARTICIPANTS	VOTE	
John Capuco			
Debra Kreutzer			
Angelica Ladd			
E. Joseph Petrick			
Frances Tain			
ITEM 3	DIRECTOR’S REPORT		
	A. Mahjong at the Library – June 2 <sup>nd</sup> . Fund raising program to support the Friends of Tucker Free Library		
	B. Newsletter focusing on Summer 2025 programs publication dates: 6/14, 7/8, 8/23		
	C. Following meeting last month, director prepared several posts for website detailing the issues that may impact local libraries resulting from federal and state efforts. As these issues seem to be resolved in some way the posts were not published on the library website. They are however available to implement should issues resurface.		
	D. Submitted documentation signed at last meeting to Bar Harbor and TDBank. Subsequently a direct deposit was posted from the Willis Cogswell Fund quarterly disbursement in library checking account on April 29 <sup>th</sup> .		

- E. Permission to re-hire a trained page to assist with summer workflow. Maximum 16 hours per week for 7 weeks for a total not to exceed \$1200.00.
- F. Use Metrics

METRICS	2025 Y-T-D	2024 TOTAL
# PROGRAMS	107	272
# ATTENDING PROGRAMS	896	2114
# EXTERNAL USES OF MEETING SPACE	21	
# EXTERNAL PARTICIPANTS USING MEETING SPACE	204	
# NEW PATRONS	47	165
CIRCULATION - PHYSICAL	7175	22831
CIRCULATION - eCONTENT	3410	10507
DOOR COUNT	4805	13909

**ITEM 4****FOLLOW-UP ON MEETING WITH THE TRUSTEES OF THE TOWN TRUST FUNDS**

Terry Knowles, formerly of the DOJ Charitable Trusts Unit before retirement, assisted the trustees when the Soderstrom donation was received. There is no law that says library trustees have to turn over all money to be administered by the Trustees of the Trust Funds, in fact 202-A:23 gives the trustees the authority to accept, receive, invest and administer any trust funds and donations. We are required to report annually to the NH DOJ – Charitable Trust Unit per NH RSA 202-A:12-a.

**Section 202-A:12**

**202-A:12 Annual Reports.** – Every library regularly open to the public, or to some portion of the public, with or without limitations, whether its ownership is vested in the town, in a corporation, in an organization or association, or in individuals, shall make a written report to the town or city at the conclusion of each fiscal year of (a) all receipts from whatever sources, (b) all expenditures, (c) all property in the trustees' care and custody, including a statement and explanation of any unexpended balance of money they may have, (d) and any bequests or donations they may have received and are holding in behalf of the town, with such recommendations in reference to the same as they may deem necessary for the town to consider, (e) the total number of books and other materials and the number added by gift, purchase and otherwise; the number lost or withdrawn, (f) the number of borrowers and readers and a statement of the use of the property of the library in furthering the educational requirements of the municipality and such other information and suggestions as may seem desirable, (g) submit a similar report to the state librarian at such time and on such forms as the commissioner of cultural resources may require.

**Source.** 1917, 59:1. PL 10:57. RL 15:60. RSA 202:11. 1963, 46:1. 1990, 73:1. 1998, 363:3, eff. Aug. 25, 1998.

**Section 202-A:12-a**

**202-A:12-a Trust Fund Annual Reports.** – Any public library holding funds in trust shall report to the office of the attorney general, annually at the conclusion of each fiscal year, the information required by RSA 202-A:12(a) through (d).

**Source.** 1986, 74:1, eff. July 11, 1986.

**202-A:22 Custody and Control of Trust Funds.** – Trust funds given to towns and cities for the use of a public library shall be held in the custody and under the management of the trustees of trust funds. The entire income from such funds shall be paid over to the library trustees. Payment of such income shall be made by the trustees of trust funds to the library trustees as the same is received.

**Source.** 1917, 59:1. 1919, 35:1. PL 10:56. 1927, 82:4. 1933, 60:3. RL 15:59. 1943, 90:2. RSA 202:10. 1963, 46:1, eff. July 1, 1963.

### **Section 202-A:23**

**202-A:23 Exceptions.** – Nothing in this chapter shall preclude the library trustees from accepting, receiving, investing and administering directly any trust funds and donations when so specified by the donor. Library trustees administering and investing such special funds shall be governed by the provisions of RSA 31:25 and RSA 41:6.

**Source.** 1963, 46:1. 1983, 264:5. 1991, 31:2, eff. June 18, 1991.

ITEM 5	OTHER
ITEM 6	SCHEDULE NEXT MEETING
ITEM 7	ADJOURN

**RECORDING SECRETARY** UNTIL BOARD STRUCTURING VOTES, LYNN PIOTROWICZ SERVED AS RECORDING SECRETARY FOR THIS MEETING COMMENCING AT: 3:40PM  
**ACTION - RECORD ATTENDANCE**

**ROLL CALL**

MEETING PARTICIPANTS	PRESENT
John Capuco	YES
Debra Kreutzer	YES
Angelica Ladd	YES
E. Joseph Petrick	YES
Frances Tain	YES
Lynn Piotrowicz- DIRECTOR	YES

**PUBLIC COMMENT****Public Forum**

MEMBERS OF PUBLIC PRESENT
Sylvia Lennox, FRIENDS OF TUCKER FREE

**BOARD STRUCTURING**

BY CONSENSUS: If the members so choose, they will continue sharing the responsibility for the position of SECRETARY otherwise they will need to nominate and vote on the position. CONTINUE WITH THIS

BY CONSENSUS: Liaison responsibilities to the Friends of Tucker Free Library: Angelica Ladd

**At this point motions should be made for positions for the Board of Trustees**

**CHAIR, Fran Tain**

**ACTION – MOVE TO ACCEPT: E Joe Petrick**

**SECONDED BY: John Capuco**

MEETING PARTICIPANTS	VOTE
John Capuco	YES
Debra Kreutzer	YES
Angelica Ladd	YES
E. Joseph Petrick	YES
Frances Tain	YES

**TREASURER, E. Joe Petrick**

**ACTION – MOVE TO ACCEPT: Fran**

**SECONDED BY: Deb**

MEETING PARTICIPANTS	VOTE
John Capuco	YES
Debra Kreutzer	YES
Angelica Ladd	YES
E. Joseph Petrick	YES
Frances Tain	YES

**Fran Tain SERVED AS RECORDING SECRETARY FOR THE REMAINDER OF THIS MEETING: at 3:**

**ITEM 1**

**ACCEPT MINUTES OF PRIOR MEETING: January 31, 2025 & February 3, 2025**

**JANUARY 31, 2025 ACTION – MOVE TO ACCEPT:**

**Joe**

**SECONDED BY: Deb**

MEETING PARTICIPANTS	VOTE
John Capuco	Y
Debra Kreutzer	Y
Angelica Ladd	Abstain
E. Joseph Petrick	Y
Frances Tain	Y

**FEBRUARY 3, 2025 ACTION – MOVE TO ACCEPT: Deb**

**SECONDED BY: John**

MEETING PARTICIPANTS	VOTE
John Capuco	Y
Debra Kreutzer	Y
Angelica Ladd	Abstain
E. Joseph Petrick	Y
Frances Tain	Y

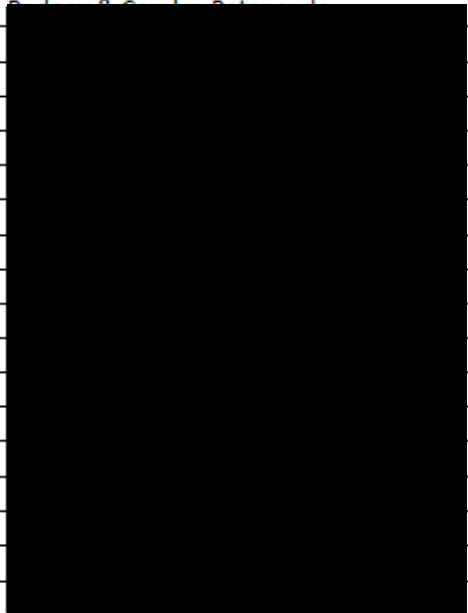
**ITEM 2**

**TREASURER'S REPORT**

**For Robert N. Fitch Fund in memory of Lois Fitch**

**MOVE TO ACCEPT: John**

**SECONDED BY: Deb**

DONOR	AMOUNT	VOTE TO ACCEPT
	\$500.00	Y
	\$250.00	Y
	\$100.00	Y
	\$ 50.00	Y
	\$ 50.00	Y
	\$100.00	Y
	\$ 50.00	Y
	\$500.00	Y
	\$100.00	Y
	\$ 50.00	Y
	\$100.00	Y
	\$300.00	Y
	\$ 30.00	Y
	\$ 50.00	Y
	\$100.00	Y
	\$ 25.00	Y
	\$300.00	Y
	\$ 50.00	Y
<b>TOTAL</b>	<b>\$2,705.00</b>	

**BY CONSENSUS:** As this is a significant amount of money for transfer to Trustees of Town Trust Fund accounts, I would ask that you direct me to transfer the donations listed above as well as the \$100 below plus \$400 previously accepted for the Mary F. Kjellman Memorial Fund (which up to now has been in the checking account) immediately for a total transfer to the Trustees of the Town Trust Fund in the amount of \$3,205.00. DIRECTED TO TRANSFER

**MOVE TO ACCEPT: Deb**

**SECONDED BY: Fran**

Alicia & David MacLeay \$100.00 for the Mary F. Kjellman Fund

MEETING PARTICIPANTS	VOTE
John Capuco	Y
Debra Kreutzer	Y
Angelica Ladd	Y
E. Joseph Petrick	Y
Frances Tain	Y

**MOVE TO ACCEPT: Deb**

**SECONDED BY: John**

Joseph & Joanne Grady \$262.47 to purchase Caldecott, Newbury, and other selected titles in honor of family

MEETING PARTICIPANTS	VOTE
John Capuco	Y
Debra Kreutzer	Y
Angelica Ladd	Y
E. Joseph Petrick	Y
Frances Tain	Y

- **SIGN CORPORATE RESOLUTION FOR BAR HARBOR ACCOUNT**
- TDBank Wealth Management request to directly deposit distributions to our bank account **AGREED BY CONSENSUS**
- Trustees of Town Trust Fund – annual distribution received

#### **DIRECTOR'S REPORT**

A. Thank you to:

- Benjamin Damske for helping us out on our annual inventory. Benjamin was here to satisfy requirements for community service hours at John Stark.
- Kathi Gleason and Maggie for serving as our resident reading duo over the past school year.
- Maggie Schrock for offering another successful needle felting program.

**ITEM 3**

**TFL BOT 5/27/25, 6**

- d. Carolyn Madden of the Henniker Lions Club for a successful multi-generational terrarium program
- B. Mahjong at the Library – June 2<sup>nd</sup>. Fundraising program to support the Friends of Tucker Free Library
- C. Puzzle competition
- D. Next Gallery
- E. Summer Programming June 17-August 2nd
  - a. Friends of Tucker Free Library Attraction Pass Raffle
  - b. Story Trails
  - c. Reading Challenges
  - d. Token Program
  - e. Afternoon Tea and Sewing
  - f. Story Times
  - g. Family Art
  - h. Family Community Art Gallery
  - i. Community member has offered to do a Columbian Cooking program
  - j. Incentive program with partners
- F. Book clubs on hiatus
- G. Newsletter publication dates: 3/29, 5/24, 6/14, 7/8, 8/23
- H. Use Metrics

METRICS	2025 Y-T-D	2024 TOTAL
# PROGRAMS	84	272
# ATTENDING PROGRAMS	665	2114
# EXTERNAL USES OF MEETING SPACE	17	
# EXTERNAL PARTICIPANTS USING MEETING SPACE	164	
# NEW PATRONS	34	165
CIRCULATION - PHYSICAL	5237	22831
CIRCULATION - eCONTENT	2517	10507
DOOR COUNT	3527	13909

**ITEM 4****2025 TOWN MEETING & BUDGET DEBRIEF****ITEM 5****OTHER**

- TFL Trustees to request to join May 16, 2025 meeting of the Trustees of the Town Trust Funds to explore future arrangements of TFL funds within Town-managed trust funds - Lynn to contact TTTF to arrange
- Explore adding news update section/page to the TFL website to keep patrons updated on national, state, local news/policies/actions affecting libraries - Angelica to think about potential content and format
- Library will be closed July 5, 2025 in observance of July 4th
- Looking for volunteer to coordinate community art exhibit

**ITEM 6****SCHEDULE NEXT MEETING - May 27, 2025, 3:30pm****ITEM 7****ADJOURN 5:25pm**

**TUCKER FREE LIBRARY BOARD OF TRUSTEES  
MINUTES  
FRIDAY MAY 16, 2025 at 1:00 PM**

ROLL CALL

ATTENDANCE

Debra Kreutzer, E. Joseph Petrick, Frances Tain, Lynn Piotrowicz  
(Library Director)

PUBLIC COMMENT  
ITEM 1

PUBLIC FORUM - No public present  
Discussed talking points and questions in advance of meeting with  
Trustees of the Town Trust Fund at 2PM today, Friday May 16,  
2025.

ITEM 2

ADJOURNED TO TOWN HALL 1:40PM



## TRUST FUND ACCOUNTING

	MS-9 DATA FROM 2024 DATA FOR 2018	MS-9 DATA FROM 2023 DATA FOR 2019	MS-9 DATA FROM 2022 DATA FOR 2020	MS-9 DATA FROM 2021 DATA FOR 2021	MS-9 DATA FROM 2020 DATA FOR 2022	MS-9 DATA FROM 2019 DATA FOR 2023	MS-9 DATA FROM 2018 DATA FOR 2024	MS-9 DATA FROM 2017 DATA FOR 2025
<b>NON-TAX APPROPRIATION REVENUE</b>								
<b>TRUSTEES OF TOWN TRUST FUNDS MANAGED</b>								
TOTAL OF COMMON FUND	\$ 3,440,435.25	\$ 3,568,103.92	\$ 3,731,026.35	\$ 3,926,903.57	\$ 4,344,101.46	\$ 4,468,571.92	\$ 4,835,741.34	\$ 5,149,967.39
LIBRARY PORTION OF COMMON FUND	\$ 649,056.30	\$ 676,062.26	\$ 706,317.90	\$ 742,304.30	\$ 819,982.81	\$ 845,877.17	\$ 831,605.48	\$ 970,428.23
RECEIVED FROM TOWN FUND	\$ 10,534.25	\$ 10,925.00	\$ 13,319.18	\$ 11,062.49	\$ 11,941.54	\$ 14,357.04	\$ 18,199.85	\$ 23,007.58

TRUSTEES OF TOWN TRUST FUNDS MANAGED	EXPENDITURE CATEGORY	RECEIVED 2025	BALANCE 12/31/2024	APPLIED THRU 2025	DONATIONS TO 2025	DEPOSIT TO TRUST FUND	BALANCE 12/31/2025
L.A. Cogswell*	LIBRARY OPERATIONS	\$ 2,841.84	\$ -	\$ 2,841.84	\$ -	\$ -	\$ -
Dr. Francis O. Holmes*	MEMORIAL BOOKS	\$ 221.24	\$ (5.11)	\$ 101.99	\$ -	\$ -	\$ 114.14
D.W. & E. Cogswell	LIBRARY OPERATIONS	\$ 3,409.98	\$ -	\$ 3,409.98	\$ -	\$ -	\$ -
A.D. Huntoon*	LIBRARY OPERATIONS	\$ 126.02	\$ -	\$ 126.02	\$ -	\$ -	\$ -
Marjorie B. Bennett*	MEMORIAL BOOKS	\$ 1,224.01	\$ 924.36	\$ 302.55	\$ -	\$ -	\$ 1,845.82
Scott J. Berry*	MEMORIAL BOOKS	\$ 218.74	\$ 821.83	\$ 74.44	\$ -	\$ -	\$ 966.13
Mary F. Kjellman*	MEMORIAL BOOKS	\$ 383.76	\$ 485.94	\$ 235.25	\$ 500.00	\$ 500.00	\$ 634.45
James W. Doon*	MEMORIAL BOOKS	\$ 101.90	\$ 650.46	\$ -	\$ -	\$ -	\$ 752.36
Preston Fund	LIBRARY OPERATIONS	\$ 1,281.90	\$ -	\$ 1,281.90	\$ -	\$ -	\$ -
Alice V. Colby*	LIBRARY OPERATIONS	\$ 37.91	\$ -	\$ 37.91	\$ -	\$ -	\$ -
George W. Tucker	LIBRARY OPERATIONS	\$ 12,048.00	\$ -	\$ 12,048.00	\$ -	\$ -	\$ -
Robert N. Fitch*	MEMORIAL TECHNOLOGY	\$ 900.11	\$ 1,555.63	\$ -	\$ 2,705.00	\$ 2,705.00	\$ 2,455.74
Walter K. Robinson	MEMORIAL BOOKS	\$ 212.17	\$ (3.36)	\$ -	\$ -	\$ -	\$ 208.81
		\$ 23,007.58	\$ 4,212.25	\$ 20,459.88	\$ 3,205.00	\$ 3,205.00	\$ 6,977.45
				\$ 714.23			

LIBRARY TRUSTEE MANAGED FUNDS	EXPENDITURE CATEGORY	BALANCE 12/31/2018	BALANCE 12/31/2019	BALANCE 12/31/2020	BALANCE 12/31/2021	BALANCE 12/31/2022	BALANCE 12/31/2023	BALANCE 12/31/2024	CURRENT BALANCE
<b>TD Bank</b>									
Willis Cogswell	LIBRARY OPERATIONS	\$ 341,727.77	\$ 387,192.97	\$ 407,824.58	\$ 432,088.02	\$ 339,950.70	\$ 333,113.16	\$ 373,072.02	\$ 361,753.68
	RECEIVED FROM FUND	\$ 18,082.00	\$ 18,114.00	\$ 18,240.00	\$ 20,552.00	\$ 18,522.00	\$ 21,275.00	\$ 17,202.00	
<b>Bar Harbor (1)</b>									
<b>SUBFUND</b>									
	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	\$ 10,445.39
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	\$ 14,623.55
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	\$ 292,736.21
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	\$ 13,794.55
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	\$ 331,599.69
									\$ 336,935.00

TUCKER FREE LIBRARY - TREASURER'S REPORT 2025		2025 BUDGET CATEGORY	2025 BUDGET REMAINING
INCOME		2025 INCOME YTD	GOAL
		\$ 86,408.44	\$ 246,688.00
4-2000	Library -- Wages (2% COLA + 53rd week, \$3K Merit Pool, \$1.5K Longevity)	\$ 86,408.44	\$ 246,413.00
6-2020	Library -- Membership & Mileage	\$ -	\$ 150.00
6-2030	Library -- Staff Development	\$ -	\$ 125.00
CASH INCOME & TRUST FUNDS		\$ 34,928.65	\$ 55,281.58
4-3510	Contribution Overdue	\$ 3.60	\$ -
4-3540	Non-Resident Cards	\$ -	\$ -
4-5010	Annual Income from Willis Cogswell Fund	\$ 8,500.00	\$ 18,855.00
4-5020	Annual Income from Town Trust Funds	\$ 23,007.58	\$ 23,007.58
4-5025	Annual Income from Bar Harbor Funds	\$ -	\$ 10,264.00
4-5030	Donations: Established Trust Funds	\$ 3,155.00	\$ 3,155.00
4-5040	Donations: In Memory/Honor of Donations	\$ -	\$ -
4-5050	Donations: General Purpose	\$ 262.47	\$ -
OPERATIONAL INCOME		\$ 3,085.59	\$ 4,930.00
4-1000	Town Appropriation-Operations	\$ -	\$ -
4-1010	Town Appropriation - Fuel	\$ 2,800.09	\$ 4,930.00
4-3520	COPY & FAX Service	\$ 240.50	\$ -
4-3550	Overdue Processing Fee	\$ 5.00	\$ -
4-3560	Cost to Replace Lost/Damaged Materials	\$ 40.00	\$ -
OTHER DIRECT INCOME		\$ 883.39	\$ -
4-6000	Sale of Surplus	\$ 15.00	\$ -
4-6010	Refund From Vendor	\$ 40.53	\$ -
4-6020	Reimbursed Purchase	\$ -	\$ -
4-6095	Friends of TFL Reimbursed Expense	\$ 786.59	\$ -
4-7005	Donations to Friends of Tucker Free Paid to TFL send to FTFL	\$ -	\$ -
4-7016	Beverage Service	\$ 41.27	\$ -
4-7020	GRANT FUNDS: NHH Speaker (Reimbursed by NH Humanities)	\$ -	\$ -
4-9600	GRANT FUNDS: Moose Plate Phase 3 Granite/Mortar	\$ -	\$ -
TOTAL REVENUE		\$ 125,306.07	\$ 306,899.58
EXPENDITURES		2025 PAID YTD	2025 BUDGET CATEGORY
PERSONNEL EXPENSES		\$ 86,408.44	\$ 246,688.00
6-2000	Library -- Wages (2% COLA + 53rd week, \$3K Merit Pool, \$1.5K Longevity)	\$ 68,158.93	\$ 196,190.00
	Library - Benefit: Health Insurance	\$ 9,863.66	\$ 23,455.00
	Library -- Fica (7.65% of Library Wages)	\$ 5,150.24	\$ 15,009.00
	Library -- Retirement (11.17% of Eligible Wages)	\$ 2,885.61	\$ 11,441.00
	Library -- Workers Comp/Unemp Ins	\$ 350.00	\$ 318.00
6-2020	Library -- Membership & Mileage	\$ -	\$ 150.00
6-2030	Library -- Staff Development	\$ -	\$ 125.00
PATRON SERVICES EXPENSES		\$ 12,443.18	\$ 29,234.00
6-3000	Library Acquisitions -- Books	\$ 4,750.54	\$ 18,026.00
6-3001	Library Acquisitions - Memorial Books	\$ 714.23	\$ 2,151.00
6-3002	Library Acquisitions -- Material Processing Fee	\$ 429.75	\$ 1,500.00
6-3020	Library Acquisitions -- Periodicals	\$ -	\$ 150.00
6-3030	Library Acquisitions -- Video Appropriation	\$ 67.86	\$ 300.00
6-3035	Library Acquisitions -- Patron Technology	\$ -	\$ -
6-3560	Library Acquisitions -- Replace Lost/Damaged Materials	\$ 58.50	\$ -
6-6000	Library Contract Services - Technology/Hardware	\$ 5,793.50	\$ -
6-6001	Library Circulation System	\$ 2,110.00	\$ 2,110.00
6-6002	Annual Payment to NH Download	\$ 3,247.00	\$ 3,247.00
6-6003	Misc. Software Fees - Newsletter, website	\$ 436.50	\$ 1,750.00
6-6095	Friends of TFL Reimbursed Expense	\$ 628.80	\$ 4,000.00
FACILITY MANAGEMENT EXPENSES		\$ 5,509.92	\$ 32,944.00
6-4000	Library General Maintenance -- Janitorial	\$ 2,000.00	\$ 5,500.00
6-4010	Library General Maintenance -- Repairs	\$ 1,592.60	\$ 8,000.00
6-4020	Library Contracted Services - Building Safety & Utilities	\$ 1,203.70	\$ 6,257.00
	Central Dispatch	\$ -	\$ 408.00
	Annual Lift Inspection/Certificate NHDOL	\$ -	\$ 400.00
	Annual Fire Extinguisher Inspection	\$ -	\$ 55.00
	Annual Fire Safety System Inspection	\$ -	\$ 350.00
	PO Box Rental	\$ 100.00	\$ 100.00
	Heating (1800 gals @ \$3.419)	\$ 3,146.85	\$ 4,930.00
	Electricity	\$ 541.71	\$ 2,000.00
	Water	\$ 171.99	\$ 240.00
	Sewer	\$ -	\$ 480.00
	Internet	\$ 219.80	\$ 1,034.00
	Phone	\$ 170.20	\$ 1,190.00
6-4030	Library Building Maintenance Supplies	\$ 713.62	\$ 2,000.00
6-9600	Special Projects/Grants	\$ -	\$ -
TECHNOLOGY MANAGEMENT EXPENSES		\$ 75.00	\$ 500.00
6-5010	Library Technical Maintenance	\$ 75.00	\$ 500.00
6-5020	Library Equipment/Software	\$ -	\$ -
OTHER DIRECT COSTS		\$ 205.39	\$ 7,155.00
6-6020	Staff Reimbursed Purchase	\$ -	\$ -
6-6090	Trustees of the Town Trust Funds (Total from 4-5030)	\$ -	\$ 3,155.00
6-6095	Friends of Tucker Free Library Reimbursed Purchase	\$ -	\$ 4,000.00
6-7005	Donations to Friends of Tucker Free Paid to TFL send to FTFL	\$ 150.00	\$ -
6-7016	Beverage Service	\$ 55.39	\$ -
TOTAL LIBRARY OPERATIONS BUDGET		\$ 104,641.93	\$ 316,521.00

TREASURER'S SUMMARY		
REVENUE		2025 INCOME
Personnel Appropriation Funds		\$ 86,408.44
Cash Income & Trust Funds		\$ 34,928.65
Operational Income		\$ 3,085.59
Other Direct Income		\$ 883.39
	<b>TOTAL REVENUE</b>	<b>\$ 125,306.07</b>
EXPENDITURES		2025 EXPENDITURES
Personnel Expenses		\$ 86,408.44
Patron Service Expenses		\$ 12,443.18
Facility Management Expenses		\$ 5,509.92
Technology Management Expenses		\$ 75.00
Other Direct Expenses		\$ 205.39
	<b>TOTAL EXPENDITURES</b>	<b>\$ 104,641.93</b>
RESERVED FUNDS		
Total Trust Funds Reserved		\$ 4,429.75
Vivian Allen Fund		\$ 176.88
Beres Fund		\$ 2,000.00
	<b>TOTAL UNEXPENDED/RESERVE FUNDS</b>	<b>\$ 6,606.63</b>

# Cash Receipts Journal

4/10/2025 To 4/30/2025

		Acct#	Account Name	Debit	Credit
■	■	■	■	■	
		■	■		■
		■	■		■
		■	■		■
■	■	■	■	■	
		■	■		■
		■	■		■
		■	■		■
■	■	■	■	■	
		■	■		■
■	■	■	■	■	
		■	■		■

# Cash Disbursements Journal

4/10/2025 To 5/7/2025

			Account Name	Debit	Credit
████	████	████	████████████████		████
		████	████	████	
		████	████████	████	
████	████████████████	████	████████████████		████
		████	████	████	
		████	████████	████	
████	████████████████	████	████████████████		████
		████	████████████████	████	
████	████	████	████████████████		████
		████	████████████████	████	
████	████	████	████████████████		████
		████	████████████████	████	
████	████	████	████████████████		████
		████	████████████████	████	
████	████	████	████████████████		████
		████	████████████████	████	
████	████	████	████████████████		████
		████	████████████████	████	
████	████	████	████████████████		████
		████	████████████████	████	
████	████	████	████████████████		████
		████	████████████████	████	
████	████	████	████████████████		████
		████	████████████████	████	
████	████	████	████████████████		████
		████	████████████████	████	

# Cash Disbursements Journal

4/10/2025 To 5/7/2025

