2021 NHLTA Sue Palmatier Friends of the Year
2018 NHLTA Library of the Year
2013 NHLTA Trustee of the Year
31 Western Avenue
PO Box 688
Henniker, NH 03242

(603) 428-3471
www.tuckerfreelibrary.org

TUCKER FREE LIBRARY BOARD OF TRUSTEES

ANNOUNCEMENT OF TRUSTEES' MEETING & AGENDA

TUESDAY DECEMBER 1, 2026 AT 5:00 PM

In-person, Main Floor Meeting Space

ROLL CALL	ATTENDANCE
PUBLIC COMMENT	PUBLIC FORUM – please limit comments to three minutes
ITEM 1	MEETING MINUTES –NOVEMBER 4, 2026
ITEM 2	DIRECTOR'S REPORT
ITEM 3	TOWN MEETING 2027
ITEM 4	OTHER
ITEM 5	NEXT MEETING, ADJOURN

GENERAL MEETING ANNOUNCEMENT POSTED: NOVEMBER 24, 2026 at Tucker Free Library, Tucker Free Library Website, Henniker Town Hall

<table>
<tr><td>RECORDING SECRETARY</td><td>SERVED AS RECORDING SECRETARY. MEETING BEGAN AT:</td></tr>
<tr><td>ROLL CALL</td><td>ACTION - RECORD ATTENDANCE
<table>
<tr><th>MEETING PARTICIPANTS</th><th>PRESENT</th></tr>
<tr><td>Richard Dreher</td><td></td></tr>
<tr><td>Debra Kreutzer</td><td></td></tr>
<tr><td>Angelica Ladd</td><td></td></tr>
<tr><td>E. Joseph Petrick</td><td></td></tr>
<tr><td>Frances Tain</td><td></td></tr>
<tr><td>Lynn Piotrowicz- DIRECTOR</td><td></td></tr>
</table></td></tr>
<tr><td>PUBLIC ATTENDANCE</td><td></td></tr>
<tr><td>ITEM 1</td><td>MEETING MINUTES – November 4, 2026
<table>
<tr><th>MEETING PARTICIPANTS</th><th>November 4, 2026</th></tr>
<tr><td>Moved by:
Second by:</td><td></td></tr>
<tr><td>Richard Dreher</td><td></td></tr>
<tr><td>Debra Kreutzer</td><td></td></tr>
<tr><td>Angelica Ladd</td><td></td></tr>
<tr><td>E. Joseph Petrick</td><td></td></tr>
<tr><td>Frances Tain</td><td></td></tr>
</table></td></tr>
<tr><td>ITEM 2</td><td>DIRECTOR’S REPORT
a) General Information
b) Construction Project Update</td></tr>
<tr><td>ITEM 3</td><td>TOWN MEETING 2027
a) Budget Worksheet
b) Meeting Schedule
c) Town Meeting March 9th and March 13th
d) Frances Tain and E. Joseph Petrick positions up for reelection</td></tr>
<tr><td>ITEM 4</td><td>OTHER</td></tr>
<tr><td>ITEM 5</td><td>NEXT MEETING – ADJOURN</td></tr>
</table>

Links in support of meeting agenda



<table>
<tr><td>RECORDING SECRETARY</td><td>Fran Tain SERVED AS RECORDING SECRETARY. MEETING BEGAN AT: 3:30pm</td></tr>
<tr><td>ROLL CALL</td><td>ACTION - RECORD ATTENDANCE
<table>
<tr><th>MEETING PARTICIPANTS</th><th>PRESENT</th></tr>
<tr><td>Richard Dreher</td><td>Y</td></tr>
<tr><td>Debra Kreutzer</td><td>Y</td></tr>
<tr><td>Angelica Ladd</td><td>Y</td></tr>
<tr><td>E. Joseph Petrick</td><td>Y</td></tr>
<tr><td>Frances Tain</td><td>Y</td></tr>
<tr><td>Lynn Piotrowicz- DIRECTOR</td><td>Y</td></tr>
</table></td></tr>
<tr><td>PUBLIC ATTENDANCE</td><td>None</td></tr>
<tr><td>ITEM 1</td><td>MEETING MINUTES – September 2, 2026
Move to accept meeting minutes
<table>
<tr><th>MEETING PARTICIPANTS</th><th>September 2, 2026</th></tr>
<tr><td></td><td>Moved by: Deb
Second by: Richard</td></tr>
<tr><td>Richard Dreher</td><td>Y</td></tr>
<tr><td>Debra Kreutzer</td><td>Y</td></tr>
<tr><td>Angelica Ladd</td><td>Y</td></tr>
<tr><td>E. Joseph Petrick</td><td>Y</td></tr>
<tr><td>Frances Tain</td><td>Y</td></tr>
</table></td></tr>
<tr><td>ITEM 2</td><td>DIRECTOR'S REPORT
a) General Information
● Purchased new printer and 4 desktop computers for patrons
● Library is trying to reduce 1 of library's fax/land lines
● Affinity Energy - doing energy audit in library on 11/9
b) Remaining Holidays
● Closed 11/11 for Veteran's Day
● XMAS Eve float - open 12/24 from 10-2pm, closed Friday (12/25) and Saturday (12/26)
● NY Eve from 10-2pm, closed 1/1, open 1/2
c) Life Safety Project Update
● Fire, smoke, and pulls and communication panels have all been updated and pre-wired for the renovation
d) Construction Project Update
● Finalizing language for builder's risk and liability insurance policies
● Early December start date for project
● Director has selected upstairs bathroom floor and finishings
e) In advance of town meeting, Town is revising personnel policy regarding COLA & Merit pay increases. Once there is a new policy in place TFL should go through our policy for consistency. TFL has only provided COLA increases over the last 3 years. The COLA is set by the Selectboard and does not follow the town policy for establishing that rate.</td></tr>
<tr><td>ITEM 3</td><td>FINANCIAL REPORT: Manifest, trust fund updates, Year-to-date spending</td></tr>
<tr><td>ITEM 4</td><td>TOWN MEETING 2027
a) Budget Worksheet
b) CIP Request for Information</td></tr>
</table>

	c) Meeting Schedule ● Town Administrator wants to know if Nov 17th or Dec 1st works for trustees to present budget to Board of Selectmen i. Will request 12/1 d) Town Meeting March 9th and March 13th e) Frances Tain and E. Joseph Petrick positions up for reelection
ITEM 5	OTHER - None
ITEM 6	NEXT MEETING - 12/1, 5pm ADJOURN - 4:56pm

11/4/2026

Tucker Free Library 2027 Appropriation Budget Request

GL Number	Description	2026 Original Budget	2026 Activity as of 9/30/26	2026 Encumbrance	Remaining Budget as of 9/30/26	2027 Dept Requested	Change from 2026
LIBRARY							
01-4550-4110-000	WAGES	203,827.00	147,001.84	-	56,825.16	207,866.04	4,039.04
WAGES COLA INCREASE (2%) MERIT LONGEVITY							
01-4550-4211-000	BENEFIT INSURANCE	21,425.00	22,221.28	-	(796.28)	30,044.00	8,619.00
01-4550-4220-000	FICA/MEDICARE	15,593.00	11,090.95	-	4,502.05	15,908.00	315.00
01-4550-4230-000	RETIREMENT	11,324.00	7,563.07	-	3,760.93	10,988.00	(336.00)
01-4550-4411-000	HEAT	5,688.00	3,461.89	-	2,226.11	16,610.00	10,922.00
2300 gals at $7							
01-4550-4523-000	WORKERS/UNEMP INS	321.00	321.00	-	-	228.00	(93.00)
WORKERS' COMP INSURANCE							
Total Department LIBRARY:		**258,178.00**	**191,660.03**	**-**	**66,517.97**	**281,644.04**	**23,466.04**

			2026 Budget Amount	2027 Budget Amount	Change Over Previous
RECEIPTS					
Town Appropriation			**$257,915**	**$265,409**	**$7,494**
	Wages	(per finance office use 2% COLA, longevity, summer page)	$203,827	$207,866	$4,039
	FICA		$15,593	$15,908	$315
	Benefits		$26,475	$30,044	$3,569
	Retirement		$11,324	$10,988	-$336
	Worker's Comp/Unemployment		$321	$228	-$93
	Background Checks		$100	$100	$0
	Memberships/Mileage		$150	$150	$0
	Professional Development		$125	$125	$0
Revenue & Donations			**$48,641**	**$48,641**	**$0**
	Annual Income from Willis Cogswell Fund		$17,000	$17,000	$0
	Annual Income from Town Trust Funds		$31,641	$31,641	$0
	Donations: In Memory/Honor of	Donations (specific requests for purchase)			$0
	Donations: General Purpose				$0
Cash from Operations			**$1,225**	**$1,125**	**-$100**
	Contribution Overdue		$100	$100	$0
	Non-Resident Card		$100	$100	$0
	Copy & Fax Services		$800	$800	$0
	Overdue Processing Fee		$25	$25	$0
	Replacement Lost/Damaged Materials		$100	$100	$0
	~~Beverage Service~~	(FTFL taking this over)	~~$100~~	$0	-$100
Other Direct Cash			**$2,951**	**$2,951**	**$0**
	Sale of Surplus				$0
	Refund from Vendor				$0
	Reimbursed Purchase				$0
	Purchase to be Paid by FTFL		$2,951	$2,951	$0
	Donation to TFL for FTFL				$0
	Town of Henniker - Appropriation Adjustment				$0
	Donations: Established Trust Funds	(this money is transferred to funds annually)			$0
		TOTAL	**$307,781**	**$315,175**	**$7,394**
EXPENDITURES					**$7,394**
Personnel			**$257,915**	**$265,403**	**$7,488**
	Wages		$203,827	$207,866	$4,039
	FICA		$15,593	$15,902	$309
	Benefits		$26,475	$30,044	$3,569
	Retirement		$11,324	$10,988	-$336
	Worker's Comp/Unemployment		$321	$228	-$93
	Background Checks		$100	$100	$0
	Memberships/Mileage		$150	$150	$0
	Professional Development		$125	$125	$0
Patron Services - Collection			**$18,528**	**$20,309**	**$1,781**
	Books	Acquisition Fund	$15,000	$17,000	$2,000
	Books	Memorial Fund	$3,000	$3,000	$0
	Periodicals		$209	$209	$0
	Periodicals - Professional Collection Dev.		$119	$0	-$119
	Movies		$200	$100	-$100
Patron Services - Technology			**$3,018**	**$80**	**-$2,938**
	Computers		$1,000	$0	-$1,000
	Printers		$1,938	$0	-$1,938
	Software to operate/secure	Deep Freeze	$80	$80	$0
		Time Management Program for J-Room Computers		$0	$0
Patron Services - Software Packages			**$6,184**	**$6,314**	**$130**
	Circulation System		$2,110	$2,110	$0
	Libby App (eContent)		$3,044	$3,174	$130
	Misc. Software Packages				$0
	Newsletter	Monthly Fee ($26.50)	$318	$318	$0
					$0
	Website	Domain Fees	$125	$125	$0
		Timely App (calendar)	$348	$348	$0
		Domain Security Fees	$239	$239	$0
Patron Services - Programming/Supplies			**$3,741**	**$3,700**	**-$41**
	Programs Paid by TFL		$0	$0	$0
	Programs Paid by FTFL		$3,000	$3,000	$0

			2026	2027	Change
			Budget Amount	Budget Amount	Over Previous
	Programming Supplies Paid by TFL		$0	$0	$0
	Programming Supplies Paid by FTFL		$641	$700	$59
	Beverage Service Paid by FTFL		$100	$0	-$100
Facility Management			**$24,939**	**$37,400**	**$12,461**
	Janitorial		$4,800	$4,800	$0
	Building Maintenance/Repairs		$4,000	$4,000	$0
	Annual Fees/Inspections				$0
		Cellular Fire Alarm Monitoring System		**$600**	**$600**
		Rath Audio/Video LULA Monitoring System		**$780**	**$780**
					$0
		Lift Inspection (E-J Room)	$375	$375	$0
		Lift Operation Certificate (E-J Room)	$75	$75	$0
		LULA Inspection		**$450**	**$450 [1]**
		LULA Operation Certificate		**$200**	**$200**
		Fire Extinguisher Annual Inspection	$80	$80	$0
		Fire/Safety System Annual Inspection	$270	$270	$0
		PO Box Rental	$100	$100	$0
		Central Alarm Monitoring	$480	$0	-$480
	Utilities				
		Heating Oil (2300 gals @ $7/gal)	**$5,688**	**$16,100**	**$10,412**
		Electric	$4,500	$5,000	$500
		Water	$350	$350	$0
		Sewer	$480	$480	$0
		Internet	$600	$600	$0
		Phone 1	$570	$570	$0
		Phone 2	$570	$570	$0
	Building General Supplies	Bathroom paper, garbage bags, printer supplies	$2,000	$2,000	$0
Technology Management			**$1,720**	**$1,155**	**-$565**
	Hardware Maintenance Consultant		$200	$200	$0
	Staff Equipment		$1,000	$435	-$565
	Staff Software	Adobe Pro (1 license) @ $14.99/month	$180	$180	$0
		Account Edge (1 license) @ $20.00/month	$240	$240	$0
		Canva Pro (Special non-profit rate/year)	$100	$100	$0
ANNUAL RECTIFICATIONS			**$0**	**$0**	**$0**
	Trustees of Town Trust Fund	Donations to established Trust Funds			$0
	Friends of Tucker Free Library	Donations received for the FTFL			$0
	Town of Henniker	Appropriation Adjustment			$0
		TOTAL OPERATIONAL BUDGET	**$316,045**	**$334,361**	**$18,316**
		REVENUE & DONATIONS	**$48,641**	**$48,641**	**$0**
		CASH FROM OPERATIONS	**$2,951**	**$2,951**	**$0**
		OTHER DIRECT CASH	**$1,225**	**$1,125**	**-$100**
		TOWN APPROPRIATION	**$263,228**	**$281,644**	**$18,416**