



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**

Wednesday October 25, 2023 AT 3:30PM

In-person, Tucker Free Library

ROLL CALL	ATTENDANCE
PUBLIC COMMENT	PUBLIC FORUM
ITEM 1	ACCEPT MINUTES OF PRIOR MEETING – September 20, 2023
ITEM 2	TREASURER'S REPORT
ITEM 3	DIRECTOR'S REPORT
ITEM 4	2024 BUDGET DISCUSSION
ITEM 5	CIP DISCUSSION
ITEM 6	OTHER
ITEM 7	SCHEDULE NEXT MEETING
ITEM 8	ADJOURN

GENERAL MEETING ANNOUNCEMENT POSTED: October 18, 2023 at [Tucker Free Library](#), [Henniker Town Hall](#), [Tucker Free Library Facebook Page](#), [Other Henniker News Outlet Facebook Page](#)

RECORDING SECRETARY	FRAN TAIN SERVED AS RECORDING SECRETARY FOR THIS MEETING COMMENCING AT:																																
ROLL CALL	<p>ACTION - RECORD ATTENDANCE</p> <table border="1" data-bbox="326 205 800 443"> <thead> <tr> <th>MEETING PARTICIPANTS</th> <th>PRESENT</th> </tr> </thead> <tbody> <tr><td>John Capuco</td><td></td></tr> <tr><td>Anne Crotti</td><td></td></tr> <tr><td>Debra Kreutzer</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> </tbody> </table>	MEETING PARTICIPANTS	PRESENT	John Capuco		Anne Crotti		Debra Kreutzer		E. Joseph Petrick		Frances Tain		Lynn Piotrowicz- DIRECTOR																			
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ITEM 2 TRUST FUND REPORT, PG 6 Y-T-D REPORT, PG 7 MANIFEST, PG 8	<p>TREASURER’S REPORT</p> <p>TRUST FUND REPORT, YEAR-TO-DATE BUDGET REPORT & MANIFEST</p> <p>ACTION – MOVE TO ACCEPT: SECONDED BY:</p> <table border="1" data-bbox="326 953 800 1157"> <thead> <tr> <th>MEETING PARTICIPANTS</th> <th>VOTE</th> </tr> </thead> <tbody> <tr><td>John Capuco</td><td></td></tr> <tr><td>Anne Crotti</td><td></td></tr> <tr><td>Debra Kreutzer</td><td></td></tr> <tr><td>E. Joseph Petrick</td><td></td></tr> <tr><td>Frances Tain</td><td></td></tr> </tbody> </table> <p>MONIES/GIFTS TO ACCEPT</p> <p>ACTION – MOVE TO ACCEPT: SECONDED BY:</p> <table border="1" data-bbox="326 1220 800 1423"> <thead> <tr> <th>MEETING PARTICIPANTS</th> <th>VOTE</th> </tr> </thead> <tbody> <tr><td>John Capuco</td><td></td></tr> <tr><td>Anne Crotti</td><td></td></tr> <tr><td>Debra Kreutzer</td><td></td></tr> <tr><td>E. Joseph Petrick</td><td></td></tr> <tr><td>Frances Tain</td><td></td></tr> </tbody> </table>	MEETING PARTICIPANTS	VOTE	John Capuco		Anne Crotti		Debra Kreutzer		E. Joseph Petrick		Frances Tain		MEETING PARTICIPANTS	VOTE	John Capuco		Anne Crotti		Debra Kreutzer		E. Joseph Petrick		Frances Tain									
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ITEM 4 PGS 9-11	2024 PRELIMINARY BUDGET DISCUSSION																																

<p>ITEM 5</p>	<p>CIP DISCUSSION Dear Lynn,</p> <p>As you are aware the capital improvement program committee was reformed by a vote of the residents at the 2023 Town Meeting, which places the CIP under Henniker Planning Board in accordance with RSA 674:5 - 674:8.</p> <p>The capital improvements program (CIP), is a valuable part of the community planning process. The capital improvement program links local infrastructure investments with master plan goals, land use ordinances, and economic development. A capital improvement program bridges the gap between planning and spending, between visions and the fiscal realities of improving and expanding community facilities while also developing a plan for the distribution of capital costs and reducing undue tax increases.</p> <p><u>Capital Project / Expense Request Form</u> Attached you will find the CIP Project, Vehicle, Equipment purchase request form. This form should be completed for any request that will need a warrant article drafted for the March 2024 town meeting.</p> <p>Any Capital Project or Expense requests for the 2024 budget and for the years 2024-2029 should be submitted via email to the CIP Committee no later than <u>Wednesday, November 1, 2023.</u></p> <p>As a reminder: We are looking for the following:</p> <ol style="list-style-type: none"> 1. Vehicles and Equipment over \$10,000 in cost; 2. An expense that is not a recurring expenditure within your operating budget 3. Has a useful life of at least 5 years; and OR 4. Any project requiring bond financing. <p><u>Availability to meet with the CIP Committee:</u> We are also hoping that the Trustees would be willing to meet with the CIP Committee to discuss any requests and future Library needs. Our committee currently meets on Thursdays at 6:30 p.m., at the Henniker Community Center. Please let us know if members of the Trustees would be interested in joining us and available on any of the following dates listed below.</p> <p>Thursday, October 26, 2023 Thursday, November 2, 2023 Thursday, November 9, 2023</p> <p>Please do not hesitate to contact us if you have any questions.</p> <p>Thank you The Henniker CIP Committee</p> <p>Tia Hooper, Chair; Bill Marko, Vice Chair; Heidi Aucoin; Rocky Bostrom; Leon Parker; and Bruce Trivellini</p> <p>SEE CIP FORM HERE: 2024 CIP FORM</p>
<p>ITEM 6</p>	<p>OTHER</p>
<p>ITEM 7</p>	<p>SCHEDULE NEXT MEETING</p>
<p>ITEM 8</p>	<p>ADJOURN</p>

RECORDING SECRETARY ROLL CALL

E. Joseph Petrick SERVED AS RECORDING SECRETARY FOR THIS MEETING COMMENCING AT: 3:30 pm.

ACTION - RECORD ATTENDANCE

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

PUBLIC COMMENT

Public Forum

MEMBERS OF PUBLIC PRESENT
None

ITEM 1

Meeting with representatives of Bar Harbor Bank to discuss status of library trust funds

Present at meeting: Jason Edgar, President of BH Wealth Management, Shawn Foley, SVP, Portfolio Manager, & Holly Kresiak, Wealth Manager

ITEM 2

ACCEPT MINUTERS OF PRIOR MEETING: August 18, 2023

ACTION – MOVE TO ACCEPT: Joe

SECONDED BY: John

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

ITEM 3

TREASURER’S REPORT

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

ACTION – MOVE TO ACCEPT: Fran

SECONDED BY: Debra

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

MONIES/GIFTS TO ACCEPT: Martha Nemiccolo \$100.00 for the Mary Kjellman Fund

ACTION – MOVE TO ACCEPT: Debra

SECONDED BY: Fran

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

ITEM 4

DIRECTOR’S REPORT

A. Monthly Metrics

Metrics	AUGUST	2023 Y-T-D TOTAL	2022 TOTAL
# PROGRAMS	9	141	60
# ATTENDING PROGRAMS	55	1349	532
# NEW PATRONS	26	149	166
CIRCULATION - PHYSICAL	2483	16996	22675
CIRCULATION - eCONTENT	904	6655	8215
% PHYSICAL TO eCONTENT	73.31%	71.86%	73.41%
DOOR COUNT	1240	9558	11126

- ITEM 5 MEETING SPACE POLICY – Second Reading**
All trustees present voted to accept the reading of the Meeting Space Policy. Waived third reading. Policy adopted 9/20/2023
- ITEM 6 2024 PRELIMINARY BUDGET DISCUSSION - Continued**
- ITEM 7 PROJECT MANAGEMENT - Continued**
- ITEM 8 OTHER - None**
- ITEM 9 SCHEDULE NEXT MEETING – Wednesday, October 25, 2023 starting at 3:30 pm**
- ITEM 10 ADJOURN 5:30 pm**

TRUST FUND ACCOUNTING

TRUSTEES OF TOWN TRUST FUNDS MANAGED	EXPENDITURE CATEGORY	RECEIVED 2023	BALANCE 12/31/2022	EXPENDED THRU 10/17/2023	DONATIONS TO 2023	DEPOSIT TO TRUST FUND	BALANCE 12/31/2023
L.A. Cogswell*	LIBRARY OPERATIONS	\$ 1,909.51	\$ -	\$ 1,909.51	\$ -	\$ -	\$ -
Dr. Francis O. Holmes*	MEMORIAL BOOKS	\$ 148.66	\$ 54.29	\$ 103.08	\$ -	\$ -	\$ 99.87
D.W. & E. Cogswell	LIBRARY OPERATIONS	\$ 1,237.34	\$ -	\$ 1,237.34	\$ -	\$ -	\$ -
A.D. Huntoon*	LIBRARY OPERATIONS	\$ 84.67	\$ -	\$ 84.67	\$ -	\$ -	\$ -
Marjorie B. Bennett*	MEMORIAL BOOKS	\$ 822.45	\$ 378.38	\$ 85.69	\$ -	\$ -	\$ 1,115.14
Scott J. Berry*	MEMORIAL BOOKS	\$ 146.97	\$ 641.56	\$ -	\$ -	\$ -	\$ 788.53
Mary F. Kjellman*	MEMORIAL BOOKS	\$ 236.62	\$ 490.42	\$ 74.03	\$ 400.00	\$ 400.00	\$ 653.01
James W. Doon*	MEMORIAL BOOKS	\$ 68.47	\$ 532.25	\$ -	\$ -	\$ -	\$ 600.72
Preston Fund	LIBRARY OPERATIONS	\$ 861.34	\$ -	\$ 861.34	\$ -	\$ -	\$ -
Alice V. Colby*	LIBRARY OPERATIONS	\$ 25.47	\$ -	\$ 25.47	\$ -	\$ -	\$ -
George W. Tucker	LIBRARY OPERATIONS	\$ 8,095.42	\$ -	\$ 8,095.42	\$ -	\$ -	\$ -
Robert N. Fitch*	MEMORIAL TECHNOLOGY	\$ 577.56	\$ 480.40	\$ -	\$ -	\$ -	\$ 1,057.96
Walter K. Robinson	MEMORIAL BOOKS	\$ 142.56	\$ 58.24	\$ 91.42	\$ -	\$ -	\$ 109.38
		\$ 14,357.04	\$ 2,635.54	\$ 12,567.97	\$ 400.00	\$ 400.00	\$ 4,424.61

*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 10/13/2023	
TD Bank								
Willis Cogswell	LIBRARY OPERATIONS	\$ 341,727.77	\$ 387,192.97	\$ 407,824.58	\$ 432,088.02	\$ 339,950.70	\$ 333,113.16	
Bar Harbor (1)								
SUBFUND								
	Starting Balance	% of Fund	12/31/2018	12/31/2019	12/31/2020	12/31/2021	12/31/2022	8/8/2023
Cammett, Helen (2)	\$ 5,001.13	3.15	\$ 7,217.58	\$ 8,399.62	\$ 8,969.98	\$ 9,997.81	\$ 8,555.54	\$ 8,963.83
Childs, Anna (3)	\$ 7,247.14	4.41	\$ 10,104.61	\$ 11,759.47	\$ 12,557.97	\$ 13,996.94	\$ 11,977.75	\$ 12,549.36
Soderstrom, Ann (4)	\$ 189,147.45	88.28	\$ 202,275.59	\$ 235,402.82	\$ 251,387.27	\$ 280,192.63	\$ 239,772.36	\$ 251,214.86
TD Bank Refund (5)	\$ 7,111.97	4.16	\$ 9,531.79	\$ 11,092.84	\$ 11,846.07	\$ 13,203.46	\$ 11,298.74	\$ 11,837.95
Total of Funds	\$ 208,507.69	100%	\$229,129.58	\$266,654.76	284,761.29	317,390.84	271,604.39	284,566.00

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

TUCKER FREE LIBRARY - TREASURER'S REPORT 2023

REVENUE		2023 INCOME
Personnel Appropriation Funds	\$	168,081.94
Cash Income & Trust Funds	\$	27,932.10
Operational Income	\$	15,294.26
Other Direct Income	\$	11,000.95
TOTAL REVENUE	\$	222,309.25

EXPENDITURES		2023 EXPENDITURES
Personnel Expenses	\$	168,081.94
Patron Service Expenses	\$	23,881.33
Facility Management Expenses	\$	19,512.52
Technology Management Expenses	\$	-
Other Direct Costs	\$	986.95
TOTAL EXPENDITURES	\$	212,462.74

RESERVED FUNDS		
Total Trust Funds Reserved	\$	4,439.92
Vivian Allen Fund	\$	448.81
Beres Fund	\$	2,000.00
TOTAL UNEXPENDED/RESERVE FUNDS	\$	6,888.73

TUCKER FREE LIBRARY - TREASURER'S REPORT 2023				
INCOME		2023 INCOME	2023 BUDGET	%
		YTD	CATEGORY	RECEIVED
PERSONNEL APPROPRIATION FUNDS		\$ 167,831.94	\$ 223,454.62	75%
4-2000	Town Appropriation - Personnel	\$ 167,831.94	\$ 223,454.62	75%
CASH INCOME & TRUST FUNDS		\$ 27,932.10	\$ 33,059.64	84%
4-3510	Contribution Overdue	\$ 79.50		
4-3540	Non-Resident Cards	\$ 100.00		
4-5010	Annual Income from Willis Cogswell Fund	\$ 12,870.54	\$ 18,702.60	69%
4-5020	Annual Income from Town Trust Funds	\$ 14,357.06	\$ 14,357.04	100%
4-5030	Donations: Established Trust Funds	\$ 400.00		
4-5040	Donations: In Memory/Honor of Donations	\$ -		
4-5050	Donations: General Purpose	\$ 125.00		
OPERATIONAL INCOME		\$ 15,294.26	\$ 18,764.38	82%
4-1000	Town Appropriation-Operations	\$ 10,000.00	\$ 11,854.38	84%
4-1010	Town Appropriation - Fuel	\$ 4,218.01	\$ 6,910.00	61%
4-3520	COPY & FAX Service	\$ 854.50		
4-3550	Overdue Processing Fee	\$ 5.00		
4-3560	Damaged/Lost Books	\$ 216.75		
OTHER DIRECT INCOME		\$ 11,000.95	\$ 22,000.00	50%
4-6000	Sale of Surplus	\$ 14.00		
4-6020	Reimbursed Purchase	\$ -		
4-6095	Friends of Tucker Free Library Reimbursed Purchase	\$ 986.95	\$ 2,000.00	49%
4-7020	GRANT FUNDS: NHH Speaker (Reimbursed by NH Humanities)	\$ -		
4-9600	GRANT FUNDS: Moose Plate Phase 2 Granite/Mortar	\$ 10,000.00	\$ 20,000.00	50%
TOTAL REVENUE		\$ 222,059.25	\$ 297,278.64	75%
EXPENDITURES		2023 PAID YTD	2023 BUDGET	% SPENT
			CATEGORY	
PERSONNEL EXPENSES		\$ 168,081.94	\$ 224,839.94	75%
6-2000	Library -- Wages (1.16% COLA + MERIT=3.5%TOTAL)	\$ 134,322.20	\$ 177,531.31	76%
	Library - Benefit: Health Insurance	\$ 13,581.36	\$ 20,535.62	66%
	Library -- Fica (7.65% of Library Wages)	\$ 10,266.61	\$ 12,389.37	83%
	Library -- Retirement (11.17% of Eligible Wages)	\$ 7,978.77	\$ 11,358.00	70%
	Library - Longevity Pay for Employees	\$ 1,375.00	\$ 1,375.00	100%
	Library -- Workers Comp/Unemp Ins	\$ 308.00	\$ 1,375.64	22%
6-2020	Library -- Membership & Mileage	\$ 150.00	\$ 150.00	100%
6-2030	Library -- Staff Development	\$ 100.00	\$ 125.00	80%
PATRON SERVICES EXPENSES		\$ 23,881.33	\$ 24,117.00	99%
6-3000	Library Acquisitions -- Books	\$ 15,556.42	\$ 16,000.00	97%
6-3002	Library Acquisitions -- Material Processing Fee	\$ 1,109.80	\$ 1,000.00	111%
6-3010	Library Acquisitions -- Audio Books	\$ 662.05	\$ 750.00	88%
6-3020	Library Acquisitions -- Periodicals	\$ 312.00	\$ 500.00	62%
6-3030	Library Acquisitions -- DVD	\$ 827.73	\$ 750.00	110%
6-3035	Library Acquisitions -- Patron Technology	\$ -	\$ 500.00	0%
6-6000	Library Program - Software Services	\$ -		
	Library Catalog	\$ 2,050.00	\$ 1,950.00	105%
	NHDB for eContent	\$ 2,167.00	\$ 2,167.00	100%
	Library Website, Misc. Software	\$ 1,196.33	\$ 500.00	239%
6-6010	Library Program - Speakers & Supplies	\$ -	\$ -	
FACILITY MANAGEMENT EXPENSES		\$ 19,512.52	\$ 52,681.60	37%
6-4000	Library General Maintenance -- Janitorial	\$ 4,400.00	\$ 5,500.00	80%
6-4010	Library General Maintenance -- Bldg Repairs	\$ 3,892.25	\$ 8,965.00	43%
6-4020	Library Utilities (Total - Heating Oil)	\$ 4,822.55	\$ 7,806.60	62%
	Library Utilities - Heating Oil 1800 gals @ \$2.499per gal	\$ 4,218.01	\$ 6,910.00	61%
6-4030	Library Bldg Maintenance Supplies	\$ 2,129.71	\$ 3,500.00	61%
6-9600	GRANT FUNDS: Moose Plate Phase 2 Granite/Mortar	\$ 50.00	\$ 20,000.00	0%
TECHNOLOGY MANAGEMENT EXPENSES		\$ -	\$ 500.00	0%
6-5010	Library Tech Maintenance	\$ -	\$ 500.00	0%
6-5020	Library Equipment	\$ -	\$ -	
OTHER DIRECT COSTS		\$ 986.95	\$ 2,000.00	49%
6-4035	COVID Related Expenses (UNREIMBURSED)	\$ -	\$ -	
6-6020	Staff Reimbursed Purchase	\$ -	\$ -	
6-6095	Friends of Tucker Free Library Reimbursed Purchase	\$ 986.95	\$ 2,000.00	49%
6-7020	GRANT FUNDS: NHH Speaker (Reimbursed by NH Humanities)	\$ -	\$ -	
TOTAL LIBRARY OPERATIONS BUDGET		\$ 212,462.74	\$ 302,138.54	70%

**Town of Henniker
Town Administrator**

Memo

To: Department Heads, Committees, Commissions and Boards
From: Diane Kendall, Town Administrator
cc:
Date: 10/12/2023
Re: 2024 Budget

The annual budget process has begun. The Board of Selectmen attempts to present a budget to the voters that supports what the town and its citizens want to accomplish – now and in the future. In the weeks ahead they will prioritize the wants and needs while attempting to keep the town tax rate relatively stable.

- Department budget requests should be made to support the current level of service provided by the agency or department.
- The budgets should be built around what is needed to support the level of service for the next fiscal year, regardless of whether each budget is higher or lower than the previous one.
- If you are requesting a budget that represents an increase in level of service (increase to labor hours or other) please explain on your budget narrative sheets.
- Please remember to complete your department performance evaluations and submit merit adjustment worksheets.
- The Board of Selectmen will determine the C.O.L.A rate to be applied to the wage scale.
- The finance department will project gross wages, payroll taxes, NH Retirement System and insurance based on the current staffing, C.O.L.A, merit and insurance elections.

Please compile budget requests using the attached worksheets and forward the completed worksheets to me via email or in person. The attached reports also contain 2023 budget vs. actual detail reports through September 30, 2023.

Be aware we will be updating the chart of accounts (department codes used to classify expenses). This will allow greater transparency and accountability along with better alignment with NH Department of Revenue accounting codes.

The Town Administrator and Finance Director will meet with each department and a preliminary budget will be forwarded to the Board of Selectmen and Budget Advisory Committee (BAC).

The BAC will review draft budgets with department heads. These meetings occur in November. It is likely the Board of Selectmen will hold a joint Selectboard/BAC budget workshop on a Saturday in mid-November. The BAC will report on budget recommendations to the Board of Selectmen. The Board finalizes the budget working with the Town Administrator in December. The budget is then presented for a public hearing alongside any bonding requests in January and February. Town Meeting will be March 16, 2024.

In addition to the annual operating budget, department heads will work on long range planning for equipment replacement, building maintenance and improvement, and other future capital expenditure needs. Department heads will meet with the Capital Improvement Planning Committee to update the plan to determine current and long-range funding needs and mechanisms.

Let me know if you have questions or concerns. We are here to help.

Best regards,

Diane Kendall
Town Administrator



DRAFT 2024 Henniker Budget and Town Meeting Schedule

DATE	DAY	TIME	DESCRIPTION
October 9 th – 19 th 2023	Wednesday – Friday	N/A	Department Heads receive 2024 budget worksheets; Town Administrator meeting with department heads - Budgets
October 17, 2023	Tuesday	6:15	Selectboard Meeting - Fund Balance Policy First Reading
October 20, 2023	Friday	3:00pm	Budget worksheets due to Town Administrator
October 23, 2023	Monday	4:30pm	Joint Meeting Selectboard/Budget Advisory
November 7, 2023	Tuesday	6:15 Selectboard Meeting	2024 Draft Budget
November 11, 2023	Saturday	8:00am – 4:00pm Public Meeting	Selectboard and Budget Advisory Committee – Review of 2024 Operating Budget
November 21, 2023	Tuesday	6:15:00 AM Selectboard	Selectboard Meeting - Propose/Review any zoning ordinance, historic district ordinance or building code for consideration at the 2024 town meeting; Budget edits
December 5, 2023	Tuesday	6:15 Selectboard Meeting	Warrant Article Review (Any Bond articles over \$100k)
December 19, 2023	Tuesday	6:15 Selectboard Meeting	Proposed warrant articles by town departments under 100K/warrant articles from town committees
January 2, 2024	Tuesday	6:15 Selectboard Meeting	Revised budget worksheets provided to Board of Selectmen and Advisory
January 16, 2024	Tuesday	6:15 Selectboard Meeting	CIP Presentation to Board of Selectmen; Advisory Budget Committee Recommendations; Budget Review
Wednesday January 24 to Friday February 2, 2024		Town Clerk	Filing period declaration of candidacy
January 30, 2024	Tuesday	OPTIONAL - Selectboard Workshop	Selectboard Budget Workshop
February 6, 2024	Tuesday	10:00 to 6:00pm Town Clerk	Last day for 25 or more voters or 2% of the total, whichever is less, but in no case fewer than 10 voters, to petition select board to include an article in the warrant
February 6, 2024	Tuesday	6:15 Public Hearing 2024 Budget	Public Hearing on proposed budget and warrant articles; Public Hearing on bond or note issue over \$100,000
February 13, 2024	Tuesday	OPTIONAL - Continued Public Hearing	OPTIONAL - Continued public hearing on proposed budget and warrant articles. Friday Feb. 16 is last day to hold at least one budget hearing
February 20, 2024	Tuesday	Selectboard Meeting	Selectboard decides who is speaking to the warrant articles
February 26, 2024	Monday	8:00am	Last day to post Warrant at polling locations, Clerks Office and Town Hall
March 5, 2024	Tuesday	Town Office	Annual report available to voters
March 12, 2024	Tuesday	7:00am to 7:00pm - Henniker Community	Town Meeting voting day
March 16, 2024	Saturday	1:00pm - Henniker Community School	Town Meeting - Legislative Body to vote on warrant

This schedule is subject to change.