

**ROLL CALL**

**ACTION - RECORD ATTENDANCE** Sylvia Lennox (Friends Chair), Deb Kreutzer, Anne Crotti, John Capuco, Patti Osgood, Lynn Piotrowicz, Angelica Ladd 5:38 (via phone)

**WORKING SESSION**

**BUILDING PROJECT**

- a) Feedback from community events  
**Rotary: went well. Individuals expressed willingness to help. Concerns about starting building project without capital campaign. More by-in for taxpayers if have a viable capital campaign.**  
  
**After considerable discussion the following action plan was drafted:**  
**MOTION:** "Prepare warrant article to fund the next steps of establishing fundraising mechanism, advancing the design, continued community outreach, to present a more concrete plan to the town."  
**MOVE TO ACCEPT:** Deb Kreutzer **SECONDED BY:** Patti Osgood **VOTE:** 5-0
- b) Building Advisory Committee  
**Dave Woolpert, Carolyn Maddon and Lisa Hustis expressed interest in being part. Post RFP for hire of a fundraiser consultant on Henniker town website.**
- c) Report of members on HOMEWORK assignments in re: funding options: **TABLED**
- d) Feasibility Study Estimated Cost: **Discussed RFP and amount for warrant article.**
- e) Promotional products and logo work  
**Connecting with local artist to develop materials**
- f) Responses from SMP about timeline  
**Library director will contact SMP immediately to see how they wish to proceed considering above decision.**

**ITEM 1**

**Minutes of Meeting: NOVEMBER 19, 2019**

**MOVE TO ACCEPT:** Deb Kreutzer **SECONDED BY:** Anne Crotti **VOTE:** 4-0

**ITEM 2**

**Public Forum**

Sylvia Lennox, chair of the FTFL gave an update on Friends.

**ITEM 3**

**Treasurer's Report**

- a) Y-T-D Summary & Monthly Expenditure Manifest  
**MOVE TO ACCEPT:** Anne Crotti **SECONDED BY:** John Capuco **VOTE:** 4-0  
**TREASURER RECORDS VOTE AND SIGNS MONTHLY MANIFEST**
- b) Personnel Timesheet Review  
**ACTION – TREASURER REVIEWS TIMESHEETS**  
**TREASURER SIGNS TIMESHEETS**
- c) Monies to Be Accepted: NONE

**ITEM 4**

**Director's Report**

- a) **Air Conditioning Bill Update – Final bill came in at \$12,740.78.**  
*Thanks Sam. What about the not to exceed amount of \$10,000.00 that you proposed? I will need to explain to trustees.*

*Sorry Lynn, clearly we ran higher than first anticipated costs, as you are aware, we ran into quite a few difficulties adapting the existing system to the new equipment, so the labor ran over. I did not include 15 hours of my own time as well in the final invoice. I was just happy that we were ultimately successful in being able at all to get the A/C system up and running at all as that furnace was never intended to mate up (air flow wise) with an A/C system... So Like my Predecessor did when they first selected that type of system to install we eventually prevailed! Just took longer than I hoped! If you remember I expressed initially my reluctance to even attempt to take this project on because of these issues. Thanks for the work. Sam*

**Utilizing most current Treasurer's Report, the director highlighted end of year final totals in each budget category, projecting how the AC replacement will be paid for.**

- b) **Moose Plate Grant** – There is a sign that we have been asked to install on site. Board approved.  
Location: YTBD  
Will have window people remove the banner when they are taking the windows out.
- c) **Town Meeting 2020** – Important Dates **Have not heard backs with dates.**
- d) **Election of Officers** – Debra Kreutzer and John Capuco

e) **Vote to encumber:**

**MOTION:** "Encumber unused 2019 funds in budget categories: technical maintenance, design, equipment, outreach, project planning for use in said categories in 2020."

**MOVE TO ACCEPT: Deb Kreutzer SECONDED BY: Patti Osgood VOTE: 5-0**

**ITEM 5**

**Friends' Update**

Friends \$20-25 year. Goal to get 100 friends. To start Jan 1

Looking into PayPal.

**ITEM 6**

**2020 Budget Deliberation**

Discussed No change

**ITEM 7**

**Set Future Meeting Dates:**

12/12/19 5:00

1/7/2020 6:00

**ITEM 8**

**Other**

a) Director provided feedback from most recent FTFL meeting.

b) John Capuco provided information on program that the director is attended at NH Center for Non-profits called "Show Me the Money."

**ADJOURNED  
6:40 PM**

**MOVE TO ADJOURN BY: John Capuco SECONDED BY: Deb Kreutzer VOTE: 5-0  
NAME OF RECORDING SECRETARY: John Capuco**