



Board of Trustees

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Minutes: Regular Meeting

Thursday, May 16, 2019 at 2 PM

Library Meeting Room at the Library/Community Center

Members Present: Mary Fatsi, Robert LaChance, Donna Lynch, Anna Naum, Bernadette Quercia, and Aileen Witkowski

Staff Present: Alison Boutaugh, Library Director and Linda Kaplan, Recording Secretary

Guests Present: None

Members Not Present: None

Robert LaChance called the meeting to order at 2:10 PM.

Secretary's Report:

- 1- Aileen Witkowski moved and Anna Naum seconded the motion to accept the Secretary's minutes of the April 18, 2019 Regular Meeting.** Alison Boutaugh pointed out two information corrections, one on the Buildings and Grounds Update regarding the cameras in the parking lot and, secondly, information relating to the FY20 budget. **The motion carried unanimously.**

Correspondence: None

Financial Report:

- 1- Alison Boutaugh reported that all bills have been paid up to date.**
- 2- Anna Naum moved and Mary Fatsi seconded the motion to accept the Financial Report.** There was no discussion. **The motion carried unanimously.**

Director's Report:

- 1- Alison Boutaugh reviewed the Director's Report.** She mentioned that she is looking into virtual reality headsets, which are popular in many Connecticut libraries.
- 2- Anna Naum moved and Mary Fatsi seconded the motion to accept the Director's Report.** There was no discussion. **The motion carried unanimously.**

Old Business:

- 1- Buildings and Grounds Update:**
 - a. Alison Boutaugh reported that work on replacing the alarm panel is ongoing due to some installation issues.**

2- Website Project:

- a. Alison Boutaugh reviewed several website designers and requested that the Board of Trustees approve her selection for the website project.
- b. **Donna Lynch moved and Bernadette Quercia seconded the motion to have Brown Bear Creative work on the new website project for a total of \$7000.** There was no discussion. **The motion carried unanimously.**

3- Children's Reading Area Project:

- a. Alison Boutaugh reported that the project is on schedule

4- 25th Celebration of the Riverside Drive building:

- a. Alison Boutaugh said that all plans are in place for Saturday's celebration. She reviewed the schedule with the Board of Trustees.

New Business: None

Citizens' Comments: None

Trustees' Comments:

- 1- Bernadette Quercia wanted to thank Alison Boutaugh and the entire library staff in helping with the children's reading area project and the 25th anniversary celebration.
- 2- Robert LaChance thanked the Board of Trustees for their cooperation while working on the 25th anniversary celebration and the children's reading area project. He said that he appreciates that everyone on this present Board of Trustees is so easy to work with.
- 3- Alison Boutaugh thanked everyone on the Board of Trustees for their generous support.

Announcements:

- 1- The next Regular Meeting will be held on Thursday, June 20, 2019 at 2 PM at the Library/Community Center.

Adjournment:

- 1- Robert LaChance adjourned the meeting at 3:10 PM.

Linda Kaplan

Linda Kaplan, Recording Secretary

LBT 5-16-19

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