



*Board of Trustees*

Page 1 of 2

**Minutes: Special Meeting  
Thursday, September 24, 2020 at 2 PM  
Library/ Community Center**

Members Present: 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: Mary Fatsi,

**Robert LaChance called the meeting to order at 2:02 PM.**

***Old Business:***

**1- Building and Grounds Updates:**

- a. Alison Boutaugh mentioned that the water main connection will be completed on Friday, September 25, before 10 AM.
- b. Alison Boutaugh said that the picnic tables outside the building were donated by *It Starts at Home*.
- c. Alison Boutaugh discussed the need to increase the outdoor air intakes for the heat pumps.
- d. Donna Lynch moved and Aileen Witkowski seconded the motion to spend \$3329 from the Building Transfer Fund to increase the outside air intake for heat pumps 19 and 20. There was no discussion. The motion carried unanimously.**

**2- FY2021 Budget**

- a. Alison Boutaugh asked the Board to table discussion of the FY21 budget until the October 15<sup>th</sup> Regular Meeting.

***New Business:***

- 1- Donna Lynch moved and Anna Naum seconded the motion to approve the use of grant funds in the amount of \$3421 for the FY21 Children's Book Account. There was no discussion. The motion carried unanimously.**
- 2- Donna Lynch moved and Aileen Witkowski seconded the motion to approve the use of the remainder of the technology grant to complete the project to upgrade the library's computers. There was no discussion. The motion carried unanimously.**

*New Business (Cont'd):*

- 3- **Aileen Witkowski moved and Anna Naum seconded the motion to approve the use of memorial gifts to purchase children's material.** There was no discussion. **The motion carried unanimously.**

*Citizens' Comments:* None

*Trustees' Comments:*

- 1- All meeting participants wanted to applaud the library staff's dedication during this difficult time and want the library staff to know how much they are appreciated for all that they do.

*Announcements:* The next Regular Meeting will be held on Thursday, October 15, 2020 at 2 PM at the Library/Community Center.

*Adjournment:*

- 1- Robert LaChance adjourned the meeting at 3:04 PM.



Linda Kaplan, Recording Secretary

---

LBT 9-24-2020