



Board of Trustees

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**Minutes Regular Meeting
Thursday, October 15, 2020 at 2 PM
at the 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 2:05 PM.

Secretary's Report:

- 1- **Donna Lynch moved and Anna Naum seconded the motion to accept the Secretary's Report from the September 24, 2020 Special Meeting as presented. There was no discussion. The motion carried unanimously.**

Correspondence:

- 1- Alison Boutaugh reported that she had received a request by the town to send in the Thompson Library's Board of Trustees Meeting Schedule for 2021.

Financial Report:

- 1- **Aileen Witkowski moved and Anna Naum seconded the motion to accept the Financial Report as presented. There was no discussion. The motion carried unanimously.**

Director's Report:

- 1- Alison Boutaugh reviewed the Director's Report.
- 2- Alison Boutaugh went over the Statistics Report for this month. She highlighted that computer use continues to be increasing.
- 3- **Bernadette Quercia moved and Donna Lynch seconded the motion to accept the Director's Report as presented. There was no discussion. The motion carried unanimously.**

Old Business:

1- Buildings and Grounds:

- a. Alison Boutaugh discussed lightbulb replacement over the circulation desk. Further research will be done to determine the most cost-effective way to replace the lightbulbs and LED lightbulbs. Alison will report back to the Board of Trustees.
- b. Alison Boutaugh explained that the Thompson Library is one of several libraries in Connecticut receiving a state grant to improve health and safety for the public's use of the libraries. The Thompson Library will be receiving close to \$27,000, which will need to be spent by the end of the year.
- c. **Anna Naum moved and Donna Lynch seconded the motion to use \$10,000 of the grant money to purchase a sterilization unit and about \$17,000 of the grant money into improve air circulation in the library's HVAC units.** There was no discussion. **The motion carried unanimously.**

New Business:

- 2- Donna Lynch moved and Anna Naum seconded the motion to accept the Thompson Library's Board of Trustees Meeting Schedule for 2021.** There was no discussion. **The motion carried unanimously.**

Citizens' Comments: None

Trustees' Comments:

- 1- Robert LaChance** read a letter to the Board of Trustees that he wrote regarding pay raises to Thompson town employees. All board members agreed that he should send the letter.

Announcements:

- 1- The next Regular Meeting will be held on Thursday, November 19, 2020 at 2 PM at the Library/Community Center.

Adjournment:

- 1- Robert LaChance adjourned the meeting at 3:45 PM.



Linda Kaplan, Recording Secretary

LBT 10-15-2020

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