



**Minutes Regular Meeting
Thursday, June 17, 2021 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 2:02 PM.

Secretary's Report:

- 1- The minutes from the May 20, 2021 regular meeting was corrected to change a motion to amend the agenda as the first topic, followed by the Secretary's Report and, under the Director's Report, Item 2, to correct the vote to reflect that the motion passed with 3 votes in favor, and 1 vote against made by Donna Lynch.
- 2- **Aileen Witkowski moved and Anna Naum seconded the motion to accept the Secretary's Report with noted corrections.** There was no further discussion. **The motion carried unanimously.**

Correspondence: None

Financial Report:

- 1- Alison Boutaugh pointed out to the Board that the item for Cleaning Services still had a total of \$2000 because the carpet cleaning fee was included under Covid 19 expenses.
- 2- **Anna Naum moved and Bernadette Quercia 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 items on the Director's Report and called attention to the library's newly designed brochure that was handed out to the Board at the start of the meeting.
- 2- Alison Boutaugh mentioned that she will explore options to improve and update the library's telephone system.
- 3- **Anna Naum moved and Donna Lynch seconded the motion to accept the Director's Report as presented.** The Board discussed issues related to past topics that have not been resolved and agreed to invite the Board of Selectmen to a special meeting. **The motion carried unanimously.**

Old Business:

1- Buildings and Grounds Updates:

- a. Alison Boutaugh said that she plans to move forward to have the roof evaluated for repairs.

New Business: None

Citizens' Comments: None

Trustees' Comments: None

Announcements:

- 1- The next Regular Meeting will be held on Thursday, July 15, 2021 at 2 PM at the Library/Community Center.

Adjournment:

- 1- Robert LaChance adjourned the meeting at 2:57 PM.



Linda Kaplan, Recording Secretary

LBT 6-17-2021