



*Board of Trustees*

Page 1 of 3

**Minutes Regular Meeting  
Thursday, November 18, 2021 at 2 PM  
at the Library/Community Center**

Members Present: Mary Fatsi, Robert LaChance, Donna Lynch, Anna Naum, and Bernadette Quercia  
Staff Present: Alison Boutaugh, Library Director, and Linda Kaplan, Recording Secretary  
Guests Present: None  
Members Not Present: Aileen Witkowski

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

*Election of Officers to the Library Board of Trustees:*

- 1- **Mary Fatsi moved and Anna Naum seconded the motion to elect Robert LaChance as Chair.** There was no discussion. **The motion carried unanimously.**
- 2- **Bernadette Quercia moved and Anna Naum seconded the motion to elect Mary Fatsi as Vice-Chair.** There was no discussion. **The motion carried unanimously.**
- 3- **Donna Lynch moved and Bernadette Quercia seconded the motion to elect Aileen Witkowski as Secretary.** There was no discussion. **The motion carried unanimously.**

*Secretary's Report:*

- 1- **Donna Lynch moved and Bernadette Quercia seconded the motion to accept the Secretary's Report of October 21, 2021 as presented.** There was no discussion. **The motion carried unanimously.**

*Correspondence:* None

*Financial Report:*

- 1- Alison Boutaugh discussed the Year-to-Date Budget report.
- 2- **Anna Naum moved and Bernadette Quercia seconded the motion to accept the Financial Report as presented.** There was no further discussion. **The motion carried unanimously.**

*934 Riverside Drive ~ North Grosvenordale, CT 06255  
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***Director's Report:***

- 1- Alison Boutaugh reviewed the Director's Report with the Board, including past and upcoming meetings and programs.
- 2- Alison Boutaugh discussed applicants interviewed for the open position for Library Assistant for Reference Services.
- 3- **Donna Lynch moved and Anna Naum seconded the motion to purchase four Kindle devices with accessories to be paid for from the Library Trust Fund, including gifts from Julie Rumrill, and those given in memory of Gladys Tucker and Donald Ducheneau.** There was a lengthy discussion about the use of Kindle devices used by library patrons and an explanation of the types of Kindle devices the library owns as well as the Kindle devices to be purchased. **The motion carried unanimously.**
- 4- Alison Boutaugh reviewed the statistics. She also discussed the age of the staff computers and said that some of the computers in the library are now out-of-date.
- 5- **Anna Naum moved and Mary Fatsi seconded the motion to accept the Director's Report.** There was no further discussion. **The motion carried unanimously.**

***Old Business:***

- 1- Buildings and Grounds Updates:
  - a. Alison Boutaugh mentioned that the two plumbing issues in the men's room have been resolved at a cost of \$1100.

***New Business:***

- 1- **2022 Holiday Calendar**
  - a. **Anna Naum moved and Mary Fatsi seconded the motion to accept the 2022 Holiday Calendar.** There was no discussion. **The motion carried unanimously.**
- 2- **2022 Library Board of Trustees Meeting Calendar**
  - a. **Anna Naum moved and Bernadette Quercia seconded the motion to accept the 2022 Library Board of Trustees Meeting Calendar and to approve two staff in-service days in 2022.** There was no further discussion. **The motion carried unanimously.**

***Executive Session:***

- 1- **Donna Lynch moved and Mary Fatsi seconded the motion to go into Executive Session.** There was no discussion. **The motion carried unanimously.**

***Citizens' Comments:*** None

***Trustees' Comments:*** None

***Announcements:***

- 1- The next Regular Meeting will be held on Thursday, December 16, 2021 at 2 PM at the Library/Community Center.

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***Adjournment:***

- 1- Robert LaChance adjourned the meeting at 3:25 PM.

*Linda Kaplan*

Linda Kaplan, Recording Secretary

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LBT 11-18-2021