



Board of Trustees

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**Minutes Regular Meeting
Thursday, September 22, 2022 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 2:08 PM.

Secretary's Report:

- 1- **Aileen Witkowski moved and Donna Lynch seconded the motion to accept the Secretary's Report of May 19, 2022 as presented.** There was no discussion. **The motion carried unanimously.**

Correspondence: None

Financial Report:

- 1- Alison Boutaugh reviewed the Financial Report.
- 2- **Donna Lynch moved and Bernadette Quercia seconded the motion to accept the Financial Report.** There was no discussion. **The motion carried unanimously.**

Director's Report:

- 1- Alison Boutaugh reviewed several items on the Director's Report.
- 2- **Donna Lynch moved and Anna Naum seconded the motion to authorize leftover funds from the Trust Fund to cover expenses for Alison Boutaugh to attend the New England Library Conference in Manchester, NH from October 23 – 25, 2022.** There was no discussion. **The motion carried unanimously.**
- 3- **Donna Lynch moved and Anna Naum seconded the motion to have the long wall in the Young Adult Section painted a deep navy at Alison's request.** There was no discussion. **The motion carried unanimously.**

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Director's Report (Cont'd):

- 4- **Donna Lynch moved and Anna Naum seconded the motion to authorize Alison Boutaugh to look into repairing the library's antique clock and replacing its broken glass, using funds from the Trust Fund.** There was no discussion. **The motion carried unanimously.**
- 5- **Anna Naum moved and Bernadette Quercia seconded the motion to authorize Alison Boutaugh to explore and investigate the preservation of the library's archival files, including two antique scrapbooks, using funds from the Trust Fund..** There was no further discussion. **The motion carried unanimously.**
- 6- Alison Boutaugh mentioned the Friends of the Thompson Library's Book Sale, being held on Saturday, September 25th, and also reviewed the activities planned for the Library's 120th Anniversary Celebration on Monday, September 26th.
- 7- **Anna Naum moved and Bernadette Quercia seconded the motion to accept the Director's Report.** There was no discussion. **The motion carried unanimously.**

Old Business:

- 1- Buildings and Grounds Updates:
 - a. Alison Boutaugh was pleased to announce that a grant had been awarded to the town to replace the Library/Community Center's roof.
 - b. Alison Boutaugh referred to the last discussion she had with the Board regarding the replacement of the boiler and the automatic front doors. She reported on the bid process reported at the Board of Selectmen's meeting held on July 5, 2023. The Library Board asked Alison to send a memo to the Board of Selectmen in response to results of the bidding process in regard to the replacement of the boiler and automatic front doors. Alison agreed to send the memo.
 - c. Alison Boutaugh discussed the repair of three interior doors and said that the double doors outside the kitchen should be replaced before the cold weather set in.
 - d. **Donna Lynch moved and Anna Naum seconded the motion to replace the double doors outside the kitchen in Community Room 1, using up to \$8000 from the Capital Fund Account.** There was no further discussion. **The motion carried unanimously.**

New Business: None

Citizens' Comments: None

Trustees' Comments:

- 1- Robert LaChance said that he would like to have the Board host a second breakfast with the library staff.
- 2- Aileen Witkowski and Donna Lynch both agreed that a breakfast in November would be a good time to host a breakfast just before the busy holiday activities.

Adjournment: The Board adjourned at 3:50 PM.

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Announcements:

- 1- The next Regular Meeting will be held on Thursday, October 20, 2022 at 2 PM at the Library/Community Center.

A handwritten signature in cursive script that reads "Linda Kaplan".

Linda Kaplan, Recording Secretary

LBT 9-22-2022

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