



Board of Trustees

Page 1 of 2

**Minutes Regular Meeting
Thursday, October 26, 2023 at 2 PM
at the Library/Community Center**

Members Present: Robert LaChance, Mary Fatsi, Donna Lynch, Anna Naum, and Aileen Witkowski

Staff Present: Alison Boutaugh, Library Director and Linda Kaplan, Recording Secretary

Guests Present: None

Members Not Present: Bernadette Quercia

Robert LaChance called the meeting to order at 2:00 PM.

Secretary's Report:

- 1- **Donna Lynch moved and Anna Naum seconded the motion to accept the Secretary's Report.**
Donna Lynch suggested that the Secretary's Report be edited to read (under New Business, Section 1):
Donna Lynch moved and Mary Fatsi seconded the motion to accept "with gratitude to *Alison Boutaugh*" the updated Collection Development Policy and the Request for Reconsideration of Library Materials form. The Board discussed the *materials* presented and made some corrections. There was no further discussion. **The motion carried unanimously.**
- 2- **Donna Lynch moved and Anna Naum seconded the motion to accept the Secretary's Report of September 21, 2023 as corrected.** There was no further discussion. **The motion passed unanimously.**

Correspondence: None

Financial Report:

- 1- The Financial Report was reviewed.
- 2- **Mary Fatsi moved and Anna Naum seconded the motion to accept the Financial Report.** There was no discussion. **The motion carried unanimously.**

Director's Report:

- 1- Alison Boutaugh reported that the town will be going to online timesheets next year. She also mentioned that one of the library clerks has completed her 6-month probation period.
- 2- **Anna Naum moved and Aileen Witkowski seconded the motion to accept the Director's Report as submitted.** There was no discussion. **The motion carried unanimously.**

***934 Riverside Drive ~ North Grosvenordale, CT 06255
Phone: 860.923.9779 Web: www.thompsonpubliclibrary.org***

Old Business:

1- Buildings and Grounds Updates:

- a. Alison Boutaugh reported on the building's roof project, saying that the project should be completed by mid-November. She also reported that the sprinklers were inspected and the boilers have been serviced for the season. The Board also discussed the ongoing talks about replacing the oil tank.
- b. **Donna Lynch moved and Mary Fatsi seconded the motion to authorize up to \$2000 from the appropriate account to update the toilet and sink in the staff bathroom.** The Board discussed the condition of the 30-year old bathroom. **The motion carried unanimously.**

New Business:

- 1- **Donna Lynch moved and Anna Naum seconded the motion to accept the 2024 Library Board of Trustees meeting calendar.** There was no discussion. **The motion carried unanimously.**
- 2- **Aileen Witkowski moved and Anna Naum seconded the motion to accept the 2024 Holiday calendar.** There was no discussion. **The motion carried unanimously.**
- 3- **Aileen Witkowski moved and Donna Lynch seconded the motion to purchase two laptops and a printer to enhance the Lab for no more than \$3500 from the Crabtree and Evelyn Trust Fund,** The Board discussed the age of the laptops currently in the Lab. **The motion carried unanimously.**

Citizens' Comments: None

Trustees' Comments:

- 1- Donna Lynch asked the Board to think about hosting another quarterly staff gathering. The Board suggested possibly setting a date in January and agreed to discuss it at the next Board meeting.

Adjournment:

- 1- **Aileen Witkowski moved and Anna Naum seconded the motion to adjourn the meeting at 2:49 PM.** There was no discussion. **The motion carried unanimously.**

Announcements:

- 1- The next Regular Meeting of the Library Board of Trustees will be held on Thursday, November 16, 2023 at 2:00 PM at the Library/Community Center.



Linda Kaplan, Recording Secretary

LBT 10-26-2023

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