THOMPSON PUBLIC LIBRARY

*Board of Trustees*



## Minutes: Regular Meeting
## Thursday, September 19, 2024 at 2 PM
## at the Library/Community Center

Members Present: Robert LaChance, Linda Jarmolowicz, Donna Lynch, and Anna Naum

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

Guests Present: None

Members Not Present: Mary Fatsi and Aileen Witkowski

**Robert LaChance called the meeting to order at 2:16 PM.**

***Secretary's Report:***

1- **Donna Lynch moved and Linda Jarmolowicz seconded the motion to accept the Secretary's Report from June 13, 2024.** There was no discussion**. The motion carried unanimously.**

***Correspondence:*** None

***Financial Report:***

1- Alison Boutaugh reviewed the Financial Report, saying that this was an unusual year.
2- **Anna Naum moved and Donna Lynch seconded the motion to accept the Financial Report as presented.** Board members agreed that the Building Repair Budget should be increased to reflect higher maintenance costs from 24 years ago. **The motion carried unanimously.**

***Director's Report:***

1- Alison Boutaugh showed the Board members updated brochures for the lab and children's services. She also mentioned Bibliomation's upcoming technology changes.
2- Summer Library usage was reviewed: 6700 people visited the library, 11,643 items were loaned out, 75 new library cards were issued, and 1258 attended children's and family programs.
3- Donna Lynch mentioned that she has witnessed staff members being so helpful and patient with the public during the several times she visited the library this summer.
*4*- **Anna Naum moved and Donna Lynch seconded the motion to accept the Director's Report as presented.** There was no further discussion. **The motion carried unanimously.**

***Old Business:***

**1-** Buildings and Grounds Updates:
   a. Alison Boutaugh reported that there are no updates on the oil tank project. However, there was a walk-through to look at the kitchen used for Senior Lunches.
   b. The sprinkler system needed to be repaired and work was completed two weeks ago.

***2-*** The double set of doors in the Meeting Room need to be replaced as well as the single staff entry door as soon as possible.

***3-*** **Donna Lynch moved and Linda Jarmolowicz seconded the motion to send a memo to the Board of Selectman and forwarded to the Board of Finance requesting funds to replace the double doors in the Meeting Room and the single staff entrance door at the earliest possible time.** There was no further discussion. **The motion carried unanimously.**

***New Business:***

**1-** Alison Boutaught reviewed the old Circulation Policy and explained the updated changes for the new Circulation Policy. Linda Jarmolowicz pointed out two corrections on the new Circulation Policy.

**2-** **Donna Lynch moved and Anna Naum seconded the motion to accept the updated Circulation Policy as presented with said corrections.** There was no further discussion. **The motion carried unanimously.**

***Citizens' Comments:*** None

***Trustees' Comments****:* None

***Adjournment:***

1- **The meeting was adjourned at 3:18 PM**.

***Announcements:***

**1-** The next Regular Meeting of the Library Board of Trustees will be held on Thursday, October 17, 2024 at 2:00 PM at the Library/Community Center.

Linda Kaplan

Linda Kaplan, Recording Secretary

LBT 9-19-2024