RECEIVED
THOMPSON, CT.
2025 JUL 21 A 9:03
TOWN CLERK, CSO.

Minutes of the Special Meeting of the Thompson Public Library Board of Directors

Members present: Linda Jarmolowicz, Bob LaChance, Bernadette Quercia, Anna Naum, Aileen Witkowski, Donna Lynch

Staff present: Jared Jacavone, Library Director

Bob called the meeting to order at 2:00 pm.

The minutes of the 7/10/25 meeting were accepted unanimously as presented (motion by Anna, seconded by Bernadette).

Correspondence: Everything has related to the budget and our partial closure status.

Financial Report: Expenses and income were reviewed. Bibliomation invoices are being held (on advice of the Finance office), and an extension has been granted until the beginning of September.

Director's Report: An emergency call for the HVAC system had to be initiated on 6/21/25; funds were available from last year, so there was no problem. The sprinkler system was finally repaired (funds also available for this). Two of our AC systems are out of coolant; this coolant is no longer produced. The cost of repair is $6,000; we have $6,700 in the fiscal year 2026 budget (which has still not been approved). The emergency exit door in the Library meeting room continues to leak; the door appears to be fine but requires some sort of sealant. A few minor items need to be corrected, per the recent fire marshal's inspection (fire extinguisher inspection, snow/leaf blowers need to be moved out of the building, exit signs need batteries, some signage needs to be replaced); most of these are simple fixes, and can be handled in-house. Kropp came on 7/17/25 to connect and start the boiler; the technician indicated that it could not be started because it has not been connected to the boiler and it would need to be done before he could proceed. Our consensus was to send these issues back to the Building Committee. The oil tank project is now approaching a year.

Little Free Library update: Thompson Historical Society will have the first box placed on the porch of the Old Town Hall (Jane Romprey will build and donate this box). We will put up the plaque for Mary Fatsi and the Little Free registry, as well as donate and maintain the books in the box. MOU is in the works. Quinebaug location has fallen through, but the VFW will be explored. Jared continues to work on Mechanicsville/Airline Trail Parking Lot and Town Hall; DPW will help to install. Pause on all of this till spending freeze is over

Orders are all on hold, but a list of expenditures is ready to go when the freeze is over. Number of programs/week has been reduced, due to the staff furloughs. Staff are making it work, with professionalism and willingness to pull together.

Hours: 10 – 5 Monday-Friday; with a closure of 30 minutes from 12:30 – 1 for staff lunch.

Some policies will need to be updated, per State statute. Jared has completed some of the annual report but must wait until the Summer Reading Program has been completed.

Art at the Library for July (Alecia and Michael Underhill) has been well-received. The next program will be available in August, with reception on the back burner.

Xen's Critters was a very successful program (which was moved to earlier in the day). Summer Reading program prizes can be picked up at 7/31. So far, we have more than double the amount of book completion as compared to last year—and the time limit isn't up yet! Our social media followers on Facebook have grown.

Jared thanked everyone for all their support and advocacy over these past few weeks. He and the staff are very grateful.

Anna made a motion, and Linda seconded, the approval of the Director's Report; so moved unanimously.

Old Business – Our Library had use of Library rooms, but not connected to the Library, 1,212.

Library visits up to 30,910 from 29600 last year.

Digital circulation was up; but physical circulation was down slightly.

Trustees' Comments: Wait to meet until after the referendum in August; the Board agreed that this would be best. The referendum is scheduled for August 13th, from noon till 8 pm.

The meeting was adjourned at 3:10 pm (motion by Anna, seconded by Bernadette); so moved unanimously.

Respectfully submitted,

Donna R. Lynch, Acting Secretary