



Board of Trustees

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Regular Meeting Minutes
Thursday, July 20, 2017, 2:00 PM
Library Meeting Room at the Library/Community Center

Mary Fatsi called the meeting to order at 2:08 PM in the Library Meeting Room.

Members Present: Mary Fatsi, , Robert LaChance, Michael Lajeunesse, Anna Naum, and Aileen Witkowski

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

Guests Present: Ken Beausoliel, First Selectman

Members Not Present: Kathleen Herbert

Old Business:

1- Building and Grounds Update:

- a. Ken Beausoliel reviewed several projects that are scheduled for the building and grounds, including: a) Sprinkler System – work will commence on September 5, 2017; b) HVAC – the bidding process will begin in the fall now that Eversource is no longer involved in the HVAC repairs; c) one of the heat pumps needs replacing as soon as possible; d) the parking lot will be chip-sealed at the end of the summer some time before September 14, 2017; e) Rain gardens are in the process of being installed on the property.
- b. Alison Boutaugh mentioned that the cooling tower needs to be replaced as soon as possible and that funds for its replacement are available for the project to proceed.
- c. **Aileen Witkowski moved and Robert LaChance seconded a motion to close the library on the day the parking lot is to be chip-sealed.** There was no discussion. **The motion carried unanimously.**

Secretary's Report:

- 1- **Aileen Witkowski moved and Robert LaChance seconded the motion to accept the Secretary's Report .** There was no discussion. **The motion carried unanimously.**

Correspondence: None

Financial Report:

- 1- **Anna Naum moved and Robert LaChance seconded the motion to accept the Financial Report as submitted.** There was no discussion. **The motion carried unanimously.**

Director's Report:

- 1- **Robert LaChance moved and Anna Naum seconded the motion to accept the Director's Report as presented.** Alison Boutaugh mentioned that she will be working with the website designer to make the library website more user-friendly for mobile devices. Alison also handed out this past year's statistical report entitled "Our Library by the Numbers" which will be distributed and advertised in the Shoppers' Guide. **The motion carried unanimously.**

New Business:

- 1 - **Anna Naum moved and Aileen Witkowski seconded a motion to approve spending grant funds for the FY17/18 Children's Book Account.** There was no discussion. **The motion carried unanimously.**
- 2-The Board of Trustees decided to table any vote on employeewages until a budget is passed.

Citizen's Comments: None

Trustee's Comments:

- 1- Michael Lajeunesse suggested that the Board consider closing the library on the slowest day of the week and open the library on Sundays. Alison Boutaugh said that she would look into it.

Announcements:

- 1- The next Regular Meeting will be held on Thursday, August 17, 2017, at 2:00 PM, at the Library/Community Center.
- 2-

Adjournment:

- 1- Mary Fatsi adjourned the meeting at 2:58 PM.



Linda Kaplan
Recording Secretary

7-20-17 Library Board of Trustees