



Board of Trustees

Page 1 of 2

Regular Meeting Minutes

Thursday, October 26, 2017, 2:00 PM

Library Meeting Room at the Library/Community Center

Mary Fatsi called the meeting to order at 2:03 PM in the Library Meeting Room.

Members Present: Mary Fatsi, Kathleen Herbert, Robert LaChance, Anna Naum, and Aileen Witkowski

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

Guests Present: None

Members Not Present: Michael Lajeunesse

Secretary's Report:

- 1- Anna Naum moved and Aileen Witkowski seconded the motion to accept the Secretary's Report as presented . 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 . Alison Boutaugh commented that Bibliomation has not been paid yet and that library bills are now being paid every two weeks.. The motion carried unanimously.**

Director's Report:

- 1- Robert LaChance moved and Aileen Witkowski seconded the motion to accept the Director's Report as presented.** Alison Boutaugh discussed her research into credit card and PayPal usage for library fees and reviewed several items in her report. **The motion carried unanimously.**

Old Business:

- 1- Buildings and Grounds:**
 - a. Alison Boutaugh reported that she spoke to Ken Beausoliel about painting lines in the parking lot this fall. She mentioned that the optimum date for this project would be on November 10th for Veterans Day when the library is closed.

- b. Alison Boutaugh said that she still had no update on the energy audit.
 - c. **Robert LaChance moved and Anna Naum seconded the motion to present to the First Selectman improvement of the library/community center roof with zinc strips and a roof hatch for access to the new attic walkway at a cost of no more than \$5800.** There was no further discussion. **The motion carried unanimously.**
 - d. Alison Boutaugh suggested that deteriorating and crumbling brick pavers behind the community center be replaced with pavers of a different material for safety reasons.
- 2- FY18 Budget:
- a. *There is still no town budget at this time.*

New Business: None

Citizen's Comments: None

Trustee's Comments:

- 1- Kathleen Herbert said that today's meeting was her last as a member of the Library Board of Trustees. All present meeting members wished her well.
- 2- Robert LaChance mentioned that this meeting would have been Michael Lajeunesse's last meeting also, and that all the candidates running for the Library Board of Trustees are well-qualified.

Announcements:

- 1- The next Regular Meeting will be held on Thursday, November 16, 2017, at 2:00 PM, at the Library/Community Center.

Adjournment:

- 1- Mary Fatsi adjourned the meeting at 2:45 PM.



Linda Kaplan
Recording Secretary

10-26-17 Library Board of Trustees