



Board of Trustees

Page 1 of 2

Regular Meeting Minutes
Thursday, June 16, 2016, 2:00 PM
Library/Community Center

Mary Fatsi called the meeting to order at 2:02 PM in the Library/Community Center.

Members Present: Mary Fatsi, Kathleen Herbert, Robert LaChance, Michael Lajeunesse,, and Aileen Witkowski

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

Guests Present: Steve Herbert

Members Not Present: Anna Naum

Secretary's Report:

- 1- **Aileen Witkowski moved and Robert LaChance seconded the motion to accept the Secretary's Report as written.** There was no discussion. **The motion was carried by all members, except Kathleen Herbert, who abstained.**

Correspondence: None

Financial Report:

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

Director's Report:

- 1- Alison Boutaugh reviewed her written report, highlighting the strongly attended QCReads Evening with author Anita Diamant on June 14, 2016.
- 2- Alison Boutaugh mentioned significant changes to accessing Bibliomation and will update the Board of Trustees as more information is reviewed.
- 3- Alison Boutaugh handed out updated Library Board of Trustees handbooks to all board members.
- 4- **Robert LaChance moved and Aileen Witkowski seconded the motion to accept the Director's Report.** There was no further discussion.. **The motion carried unanimously.**

Old Business:

- 1- Buildings and Grounds:
 - a. Alison Boutaugh explained the most recent visit to the library from an Eversource representative who was asked inspect the building's HVAC system.
 - b. Alison Boutaugh mentioned that basic landscaping maintenance will be done around the building.
- 2- The FY17 budget was discussed.
 - a. **Aileen Witkowski moved and Robert LaChance seconded the motion to rescind the issuing of the statement voted on at the June 2, 2016 Board of Trustees Special Meeting.** There was no further discussion. **The motion carried unanimously.**
 - b. **Michael Lajeunesse moved and Robert LaChance seconded the motion to retract a request to have Sunday hours added onto next year's library budget.** There was no discussion. **The motion carried unanimously.**
 - c. The Board of Trustees agreed to hold a Special Meeting on Wednesday, June 29, 2016, at 6:00 PM to discuss further the FY17 budget.

New Business:

- 1- **Aileen Witkowski moved and Robert LaChance seconded the motion to go into Executive Session.** There was no discussion. **The motion carried unanimously.**
- 2- Alison Boutaugh explained that Jolene Haack had recently completed her 6-month probationary period and asked the Board of Trustees to agree to her permanent appointment.
- 3- **Aileen Witkowski moved and Robert LaChance seconded the motion to go out of Executive Session.** There was no further discussion. **The motion carried unanimously.**
- 4- **Aileen Witkowski moved and Kathleen Herbert seconded the motion to approve the permanent appointment of Jolene Haack.** There was no further discussion. **The motion carried unanimously.**

Citizen's Comments: None

Trustee's Comments:

- 1- Kathleen Herbert formally introduced herself to the Board of Trustees and provided insight into her experience and credentials. The Board warmly welcomed her.

Announcements:

- 1- The next Special Meeting will be held on Wednesday, June 29, 2016, at 6:00 PM, at the Library/Community Center.
- 2- The next Regular Meeting will be held on Thursday, July 21, 2016 at 2:00 PM at the Library/Community Center.
- 3- **Robert LaChance moved and Michael Lajeunesse seconded the motion to cancel the August 18, 2016 Regular Meeting.** There was no discussion. **The motion carried unanimously.**

Adjournment:

- 1- Mary Fatsi adjourned the meeting at 3:13 PM.



Linda Kaplan
Recording Secretary

Library Board of Trustees
June 16, 2016