



*Board of Trustees*

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**Minutes Regular Meeting  
Thursday, October 18, 2018 at 2 PM  
Library Meeting Room at the Library/Community Center**

Members Present: Mary Fatsi, Robert LaChance, Anna Naum, Bernadette Quercia, and Aileen Witkowski  
Staff Present: Alison Boutaugh, Library Director, and Linda Kaplan, Recording Secretary  
Guests Present: None  
Members Not Present: Donna Lynch

**Robert LaChance called the meeting to order at 2:05 PM.**

***Secretary's Report:***

- 1- Anna Naum moved and Mary Fatsi seconded the motion to accept the Secretary's Report as presented.** There was no discussion. **The motion carried unanimously.**

***Correspondence:*** None

***Financial Report:***

- 1- Aileen Witkowski moved and Mary Fatsi seconded the motion to accept the Financial Report as presented.** There was no discussion. **The motion carried unanimously.**

***Director's Report:***

- 1- Alison Boutaugh mentioned that, on Thompson Community Day held on October 6<sup>th</sup>, the library had tables in front of the library and was very popular with the public. Many families visited the library and the button maker was a huge success.**
- 2- Alison Boutaugh announced that an anonymous donor gave the library a Cricut Press machine in honor of the library staff.**
- 3- Alison Boutaugh said that the mandatory annual report due to the State Library was completed on October 12.**
- 4- Mary Fatsi moved and Anna Naum seconded the motion to accept the Director's Report.** There was no discussion. **The motion carried unanimously.**

**Old Business:**

1- Buildings and Grounds Update:

- a. Alison Boutaugh said that the boilers were prepared for the season on Sept. 26, the sprinkler system inspection took place on Oct. 4, the outside faucets were replaced, and the Community Center partitions will be serviced when the library is closed on Nov. 12.
- b. Staff Safety:  
Alison Boutaugh asked Sara to talk to staff about safety concerns. The staff responded by saying they feel safe at the library.

2- Children's Section Update:

- a. **Anna Naum moved and Aileen Witkowski seconded the motion to authorize up to \$5000 to be used to benefit the Children's Section from the Trust Fund.** There was no discussion. **The motion carried unanimously.**
- b. **Mary Fatsi moved and Anna Naum seconded the motion to empower Alison Boutaugh to order selected itemized furnishings for the Children's Section allocated for the Children's Library from the Trust Fund.** There was no discussion. **The motion carried unanimously.**

**New Business:** None

**Citizens' Comments:** None

**Trustees' Comments:**

- 1- Bernadette Quercia thanked Alison and Kim for all their hard work selecting the furnishings for the Children's Section.
- 2- Aileen Witkowski visited a library patron in a nursing home recently who was concerned about keeping her overdue library book for an extended period. Alison Boutaugh asked Aileen to tell the ailing library patron to not worry about keeping the library book longer.

**Announcements:**

- 1- The next Regular Meeting will be held on Thursday, November 15, 2018 at 2 PM at the Library/Community Center.

**Adjournment:**

- 1- Robert LaChance adjourned the meeting at 3:30 PM.



Linda Kaplan, Recording Secretary

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***934 Riverside Drive ~ North Grosvenordale, CT 06255***  
***Phone: 860.923.9779    Web: [www.thompsonpubliclibrary.org](http://www.thompsonpubliclibrary.org)***