



*Board of Trustees*

Page 1 of 2

**Minutes: Regular Meeting**

**Thursday, December 19, 2019 at 2 PM**

**Library Meeting Room at the Library/Community Center**

Members Present: Mary Fatsi, Robert LaChance, Donna Lynch, Anna Naum, and Bernadette Quercia

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

Guests Present: First Selectman Amy St. Onge

Members Not Present: Aileen Witkowski

**Robert LaChance called the meeting to order at 2:04 PM.**

***Secretary's Report:***

- 1- Donna Lynch moved and Mary Fatsi seconded the motion to accept the Secretary's minutes of the November 21, 2019 Regular Meeting.** There was no discussion. **The motion carried unanimously.**

***Correspondence:*** None

***Financial Report:***

- 1- Alison Boutaugh reviewed the Financial Report, stating that bills have recently been paid.

***Director's Report:***

- 1- Alison Boutaugh discussed the Director's Report. The new website was launched on December 13<sup>th</sup>. Alison also thanked Amy St. Onge for her donation.
- 2- Anna Naum moved and Mary Fatsi seconded the motion to accept the Director's Report.** There was no discussion. **The motion carried unanimously.**

***Old Business:***

- 1- Building and Grounds Updates:
  - a. The three lines from the tank to the boiler room were replaced.
  - b. Replacement of two heat pumps servicing the Community Center have gone out to bid.
  - c. Ten computers have been ordered to replace the old public computers.

***New Business:***

- 1- Alison Boutaugh reviewed budget information and statistics in preparation for planning the FY2020/21 Library and Community Center budgets.

***Citizens' Comments:*** None

***Trustees' Comments:***

- 1- Robert LaChance thanked First Selectman Amy St. Onge for attending the meeting.

***Announcements:*** The next Regular Meeting will be held on Thursday, January 16, 2020 at 2 PM at the Library/Community Center.

***Adjournment:***

- 1- Robert LaChance adjourned the meeting at 3:25 PM.



Linda Kaplan, Recording Secretary

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