



**Minutes Regular Meeting  
Thursday, February 15, 2024 at 2 PM  
at the Library/Community Center**

Members Present: Robert LaChance, Mary Fatsi, Linda Jarmolowicz, Donna Lynch, and Aileen Witkowski

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

Guests Present: Paul Lewis Burgess and Dan Mullins from Eastern CT Conservation District

Members Not Present: Anna Naum

**Robert LaChance called the meeting to order at 2:00 PM.**

***Secretary's Report:***

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

***Correspondence: None***

***Presentation by the Eastern CT Conservation District***

- 1- Alison Boutaugh introduced Dan Mullins and Paul Burgess to the members of the Board. Mr. Mullins explained that his agency received a grant to replace some areas of the Library/Community Center's pavers with permeable pavers. These new pavers would allow rainwater to infiltrate into the ground rather than the French River, which would be better for the environment. Mr. Mullins stated that the grant's deadline to finish all the work must be completed by September 30, 2024.
- 2- Mr. Burgess brought three colors of the permeable pavers to show the Board and presented a drawing of the Library/Community Center and its grounds to explain the two options for the paver replacements.
  - a. Option 1: Permeable pavers would run along the back of the building and along the side of the building near the handicap parking area. Replacing pavers in the back of the building is contingent on removing the storage tank in a timely manner.
  - b. Option 2: Permeable pavers would replace pavement near the front of the building.
- 3- Robert LaChance explained that the Board does not know when the tank will be removed. The Board would prefer that the pavers replace the pavement in the back and side of the building. New pavers can't be installed before the tank is removed because heavy equipment would be needed to remove the tank and would damage newly-installed pavers.
- 4- Dan Mullins said that the grant is worth about \$100,000.

***Financial Report:***

- 1- The Financial Report was reviewed.
- 2- **Donna Lynch 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 brought copies of Angie Kim's books to the meeting, explaining that Quiet Corner Reads will host Ms. Kim as the speaker on May 14, 2024 at the Mansion at Bald Hill. Tickets go on sale on April 1<sup>st</sup>. Alison encouraged the Board members to read Angie Kim's books and said that extra copies were at the front desk.
- 2- Alison Boutaugh mentioned that Roberta Baublitz's last day was January 21<sup>st</sup>, but that Roberta would be available to substitute if an employee needs to take time off.
- 3- Alison Boutaugh reported that the library received \$150 in honor of Aileen Witkowski's 90<sup>th</sup> birthday.
- 4- Alison Boutaugh said that she was able to purchase two laptops and a crafters' printer from the Crabtree and Evelyn account for less than the \$3500 originally approved by the Board.
- 5- **Donna Lynch moved and Mary Fatsi seconded the motion to accept the Director's Report.** There was no discussion. **The motion carried unanimously.**

***Old Business:***

- 1- Buildings and Grounds Updates:
  - a. Alison Boutaugh reported that Trudeau Electric completed the scheduled work and installed a switch near Community Room 3 that will turn on the parking lot lights during early voting when the library is closed. She also mentioned that Community Room 2 must be used for early voting because it is a designated polling place.

***New Business:*** None

***Citizens' Comments:*** None

***Trustees' Comments:***

- 1- Donna Lynch asked the Board about scheduling the Staff Breakfast. Alison Boutaugh mentioned that National Library Week is in April. The Board agreed to host the breakfast in April.

***Adjournment:***

- 1- **Aileen Witkowski moved and Donna Lynch seconded the motion to adjourn the meeting at 3:24 PM.** There was no discussion. **The motion carried unanimously.**

***Announcements:***

- 1- The next Regular Meeting of the Library Board of Trustees will be held on Thursday, March 21, 2024 at 2:00 PM at the Library/Community Center.

*Linda Kaplan*

Linda Kaplan, Recording Secretary

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LBT 2-15-2024