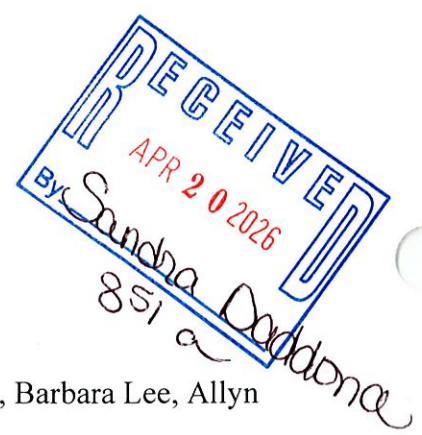


Thomaston Public Library
Library Board of Trustees
April 7, 2026
Thomaston Public Library



Attendance: Debbie April, Joe Calabro, Melanie Dobos, Patrick Hyres, Barbara Lee, Allyn Manning, Phyllis Nardella, Kate Sileo, Kathleen Turner

Also in attendance: Amy Schumann

Not in Attendance: Michelle Brady, Kathleen Reynolds

Call to order: 6:01 pm

Approval of minutes:

Communications: Phyllis read a letter from Vinny from HR regarding personnel records which must reside at the Town Hall per town policy. Motion to turn over all personnel records to Town Hall by May 1, 2026. Motion by Barbara, second by Debi, all in favor.

Public Comment: none

Directors Report: The “physical” book sale did not yield the same amount of income, however the baskets did well. The gift baskets did very well this year as they were presented earlier. We will continue to have the bake sale as it did raise additional dollars and will keep putting the baskets on display earlier.

Motion to accept the report by Patrick, second by Debbie, = all in favor

Treasurer’s Report: Last month's motion to accept the treasurer's report was not recorded last month. An amendment is necessary. Also, a revised copy of Patrick’s maintenance minutes was presented and amended. Motion to accept by Barbara, second by Debbie. All were in favor. Patrick made a motion to accept the revised minutes, motion by Allyn, second by Melanie. All in favor. We will be buying some licenses for Microsoft Office. They were free but now will come at a cost which is roughly \$7 a month per user. We do have the funds for this. We are working on decreasing the phone bill using a cellular dialer. We will inspect the lift, which will be approximately \$700. There will be some HVAC work as well. Motion to accept the report by Allyn, second by Kathleen.

Committee Reports:

Steering: An architect and designer came through the library and will be presenting us with an estimate. A wish list was presented. The estimate for the proposal is approximately \$28,000. We may be eligible for grants from the CT State Library. We will review the OSHA report and try to remedy the problems. In addition, we will meet further to discuss our priority items moving forward at a future date.

Maintenance: The doors on the side of the building have been fixed, but it is an older door and the mechanisms are at end of life. One quote to replace the doors is \$7000. Amy will get three quotes before proceeding. We have \$5000 in a fund we can use for this. We will also need to have trees removed; we just need to determine whose responsibility it will be. Custodial services (shared) will not be happening, apparently, so we will need to go it alone or with a new vendor. We will need to approve \$200 additional dollars, total not to exceed \$1600 for the door counters as we will need an additional set of counters for the children's doors. Motion to approve by Kate, second by Debbie all in favor.

Budget: none, town meeting is next week

Personnel: We are reviewing our policies and procedures along with the town's policies and we will revise ours in a meeting before sharing with the board. Motion to accept the revised job descriptions by Patrick and second by Debi., all in favor. Amy will deliver to the Board of Selectmen for approval.

Bylaws: none

Long-range planning: We are getting close to finishing all the interviews.

Old Business: none

New Business: Request to purchase storage bins and racks totally to organize the children's department. These will cost approximately \$500. Motion to approve amount by Allyn, second by Patrick.

Adjournment: Motion to adjourn by Patrick, second by Kate. 7:40 pm

Respectfully submitted,
Kate Sileo, secretary