

Talcott Free Library Board Meeting  
September 6, 2016  
7 PM

Mission Statement: The Talcott Free Library District provides current materials in a variety of formats, preserves local history, supports educational endeavors, and supplies community information.

Present: Bailor, Butler, Eggers, Mohring, Zimmerman, Gove  
Absent: Kovanda, Raehl

The meeting was called to order by President Butler.

Public Comment: None

Secretary's Report: Motion by Zimmerman to approve the secretary's report from August seconded by Bailor. Approved unanimously.

Budget Hearing: Public hearing opened at 7:03 p.m. There was no public comment. The hearing was closed at 7:08 p.m. Necessary documents were signed by Butler and Eggers. A motion to close the hearing was made by Mohring, seconded by Zimmerman.

Treasurer's Report: August's report presented by Gove using outline from Stevens' previous reports. There were no unusual expenses during August. Some bills were slightly higher as one-time fees for certain services were due. This is typical of July through September expenses. A motion to approve the treasurer's report was put forward by Mohring, seconded by Zimmerman. The motion was approved unanimously.

Librarian's Report: Circulation has dropped now that the summer reading program is over. This year children that signed up for the program were tracked until the end to see how many actually completed it. Of the 176 Read with Me children, 89 finished; 301 Student readers signed up with 169 finishing. The student readers read a total of 4,660 books. There were 180 participants each for the Young Adult and Adult readers. Approximately half finished. There are typically 100 attendees at the Thursday programs throughout the summer. Expenses decreased from \$2,200 to \$1,800 this year. A quilting program was co-sponsored by the history society and the Library Friends.

The new phone system is in place and seems to be working well. The number of phone calls has decreased which is helpful to staff. Gove now has voicemail which reduces interruptions for her.

While Gove is on maternity leave, Jennifer Maine will act as liaison to the board. Jennifer and Lisa Jolly will act as interim co-directors. All other staff have been assigned duties.

The Illinois Public Library Annual Report (IPLAR) was completed and turned in for the 09/01/16 due date. This report contains different statistics for the library. The secretary's audit was completed on 08/22/16 by Butler and Kovanda. The Per Capita grant is due 01/13/17. The board is to review certain sections each year. Gove will send out the needed information next month. Eggers moved to approve the librarian's report and pay the bills, seconded by Mohring. The motion was approved unanimously.

Building and Grounds report: There was a leak in the YA section of the library from a hole in the roof. Anderson came to investigate and decided it was a lightning strike due to the appearance of the hole. The hole was patched and a drain was cleared. Approximately 60-70 books were ruined. Insurance will cover the cost of the three ceiling tiles that were also damaged, the books and the hole in the roof. There is a \$1,000 deductible on the insurance so the final cost to the library is not known at this time.

Old Business: Gove and Mohring met with consultant David Allen. He has had a poor response to requests for interviews from the general public. Mohring plans to meet with school administrators about how they use the library as a district and possibly get some names of people who might be willing to participate in interviews. Gove is trying to build a list of contacts based on donations to the library in the past. A database such as Little Green Light may be helpful for this. It was also suggested that an annual funding campaign be started i.e. Chocolate for the Talcott Soul.

New Business: A property tax letter was received regarding Lubrizol Holding Inc. The three school districts plan to hold a meeting at Hononegah to discuss the number of tax appeals by businesses. A letter was received regarding CCIF application for FY 2016. Gove will check with Kovanda as to what this means.

Several board members will be up for election in April 2017. Packets passed out to those whose terms are up.

The fire alarm was serviced as there were issues with the fire panel. Daily communication was not occurring consistently. Hopefully the problem has been taken care of.

Zimmerman moved to adjourn the meeting seconded by Bailor. The meeting was adjourned at 8:23 p.m. The next regularly scheduled meeting of the library board will be at 7:00 PM on October 3, 2016.

Respectfully submitted,  
Leslie Eggers  
Secretary