

Talcott Free Library Board Meeting
September 11, 2017
7:00pm

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

Present: Bailor, Burke, Garlow, Gove, Kovanda, Ragaller, Zimmerman

Absent: Baines

Visitors: None

Meeting called to order at 7:04pm by Kovanda.

Appointment of Alicia Ragaller to vacant seat: Bailor moved to appoint, Zimmerman second, Approved. Sworn in, oath taken.

Public Comment: none

Secretary's Report: Garlow moves to approve, Bailor second, Approved.

Treasurer's Report: Zimmerman moved to approved, Burke second, Approved.

Garlow moved to approved the levy ordinance 2017-02, Ragaller second, Approved. Gove will be publishing the 2017 Budget/Levy Ordinance in the Herald

Librarian's Report:

An installment of \$25,243.14 received from the county tax, with additional installments to come. Funds were received from the insurance company after they completed an internal audit and realized the library over paid. All of the repair costs from July were paid out in August. First quarter installment was paid to NSLD. Annual Fee for four of the online databases were also paid (which is sourced from the per capita grant which has not actually been received but notification sent out that it would be received).

NIC consortium issue. Still trying to determine what the outcome will be. Directors are now meeting twice a month rather than once a month. If a decision is not reached, then the consortium will dissolve, however this is unlikely.

Staff departure and new hire: Dana Peterson no longer employed, moved to Georgia. Last day was 9/1/17. Kaitlyn Bettner hired on, will be starting 9/18/17.

New Website: Working site is currently being tested and reviewed before official launch. Staff and patrons will be reviewing it as well during the rest of September. Plan is to launch the site October 1, 2017.

Buildings and Grounds Report: Sidewalk construction began at August 30, 2017 at 8:00am. It had been requested that they start at 6:00am. Construction Supervisor was contacted and the work was stopped. August 31, 2017 at 6:00am work began and had almost all of it pulled out before the library opened. Originally told 1-2 weeks before the new concrete was poured. However, nothing has been done yet and will probably not be completed until October.

New server and backup system was installed. Everything is working well. The tapes are now being recycled properly for both plastic issue and secure data issues.

Old Business:

Received an email from Alexandra Ramsey from Engberg Anderson about renovation and expansion project. Currently trying to find out if it is possible to do any part of the expansion within the budget funds currently available. The idea is to do the front part of the expansion and start to generate interest within the community. Email from Alexandra Ramsey states that if the expansion is done in the front part of the library the cost would be between \$650,000- \$750,000. Would also need to have sprinkler system installed, with the cost being approximately \$200,000. Still trying to determine if the bathroom addition would be required with just the front extension per Winnebago County. A financial representative will be attending the October meeting to go over fund options and possible referendum.

New Business: No comment.

Meeting adjourned at 7:42 moved by Zimmerman, Burkes second, Approved.

Next Talcott Free Library Board meeting will be on 10/02/17 at 7:00pm

Respectfully,

Emily Burke
Secretary