

Talcott Free Library Board Meeting
April 2, 2018
7:00pm

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

Present: Baines, Bailor, Burke, Gaines, Garlow, Kovanda, Ragaller, Zimmerman

Absent: N/A

Visitor: N/A

Meeting called to order at 7:00pm by President Gary Kovanda

Public Comment: none

Secretary's Report: Garlow moved to approve the Secretary's report, Baines seconded. Approved

Treasurer's Report: Bailor moved to approve the Treasurer's report, Ragaller seconded. Approved

Librarian's Report: Baines moved to approve the Librarians report and pay the bills, Burke seconded. Approved

In March, a new Library Page started and is doing well. The library also held two sessions of a hair program which taught children how to do different hair styles. Events for April include a poetry contest the throughout the first week and a free estate planning presentation on April 9th.

Building and Grounds Report: The HVAC estimate has been signed by Gove and the order has been put in. Gove contacted the insurance agency and was informed we would not be getting the depreciation amount back for the one we are completely replacing.

Old Business: A letter was received from NSLDS stating they will continue to be the contracting library for NIC until the end of the fiscal year 2019. Also stated they would be moving forward with joining Prairie Cat starting 7/1/19. Gove and the other library directors within the dissolving NIC consortium continue to meet with a representative from RAILS who is helping them with the transition to Prairie Cat.

Gove reviewed the Vote Yes Campaign Structure and the Volunteer Training Guide to help give more information to possible volunteer candidates for the possible referendum. Moving forward, will use the Vote Yes Campaign Structure to recruit more candidates for the campaign board. Eventually, will hold a meeting for the volunteers to attend with a Everylibrary representative to discuss volunteer campaign duties. Garlow moved to approved Jamie Rachlin as the financial advisor for possible referendum. Ragaller seconded. Approved. Gove will contact Jamie Rachlin to organize a time to meet with the Board of Trustees in special meeting to discuss financial and strategic planning.

New Business: Strategic planning discussion postponed. The Board will have a special meeting, sometime in April to discuss this matter along with financial planning.

The Board completed the annual Library Director review. The Board of Trustees acknowledge Gove has been working hard this past year. Most notably, Gove has worked to update and add to the overall

technology capacity of the library, developed a plan for joining a new consortium, researched possible funding opportunities for expansion and growth, and was able to balance present issues while keeping the library focused on the future. Gove's communication, organization and leadership skills exceeds the expectations of the Board. In order to have more feedback on how a Library Director functions with their own staff, the Board discussed having an anonymous evaluation form to be completed by the Library Staff for future Director evaluations. Gove addressed moving forward she wants to continue to grow the adult and young adult interest in the library. Some goals she has for the next year is getting the consortium sorted out to ensure a smooth transition from NIC to Prairie Cat and moving forward with the referendum. The most challenging part of the job would be handling HR issues. Gove requested the Board continued to stay motivated and continue to work towards the referendum.

Zimmerman moved to adjourn the meeting at 8:31pm. Burke seconded. Approved.

Respectfully,

Emily Burke
Secretary