

**Talcott Free Library Board Meeting**  
**May 7, 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

**Absent:** Ragaller

**Present:** Baines, Bailor, Burke, Garlow, Gove, Kovanda, Zimmerman

**Visitor:** Alexandra Ramsey from Engberg Anderson

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

**Public Comment:** none

**Guest:** Alexandra Ramsey – Engberg Anderson presented on the Talcott Free Library Expansion and Renovation project.

**Secretary's Report:** Bailor moved to approve the Secretary's Report, Garlow seconded. Approved

**Treasurer's Report:** Burke moved to approve the Treasurer's Report, Zimmerman seconded. Approved

**Librarians Report:** Zimmerman moved to approve the Librarians Report and pay the bills. Baines seconded. Approved

Patron Barb Hayes passed away in January 2018. In lieu of flowers for her funeral, her family asked that donations be made to the Talcott Free Library. The library received \$1005 in donations.

**Upcoming Library Programs**

Summer reading program is starting at the end of the month. The kick-off program will be the first Thursday in June with the Discovery Center providing different interactive stations for the children. The Reading Program is for all ages. Staff continue to work with the different downtown business for prizes.

On May 19 a fundraiser is being held at Panda Express in Machesney Park. The library will receive 20% of the proceeds when customers show the flyer for the event.

Adult programs are being developed, including a program on organization being held in June.

The Illinois Bicentennial is this year. The staff have been collecting Illinois facts and starting May 17<sup>th</sup>, the library will be doing a live-feed each business day giving a fact about Illinois.

IT has been asking about updating the backup power for the computer system, which is currently out of date. The UPS is out of date with the batteries about to die. Current UPS has been used for about ten years. By updating UPS, it will be able to notify IT quicker when power outages occur. Garlow moved to approve the purchase of UPS. Barlow seconded. Approved

**Buildings and Grounds report:**

New HVAC system is in and getting installed before May 16<sup>th</sup>, 2018.

**Old Business:**

Consortium update- Pushed to being discussed at June meeting.

Continued discussion of possible referendum.

- At a previous special meeting, Jaime Rachlin spoke about his services as a special consultant. A contract was received from Jaime earlier in the month by Director Gove and reviewed by President Kovanda. After review, President Kovanda requested that John Piemonte from Ehler's submit a copy of his contract as well.
- Previously, when the board had decided to move forward with Rachlin, he was part of an organization that could handle all aspects of the bonds. He has since left the organization and is working as an independent consultant. Issues with Rachlin contract include amount of hourly fees with no cap and no projected timeframe, limitation of liability and waiver of Jury Trail. Also, he is unable to complete the entire project since he is working as a special consultant now and unable to do the bond issue part.
- Ehlers proposal includes all aspects of issuance and sale of library building bonds and the financial planning. Also, provided a timeframe fee and clear costs.
- Zimmerman moved to approve Ehlers proposal with a stipulation to see if the \$12,500 fee can be lowered since part of the evaluation for financing options is not necessary as the library can only be eligible for General Obligation Bonds. Barlow seconded. Approved

Strategic Planning discussion continued

- Kovanda moved to approve the new Mission and Vision statements. Garlow seconded. Approved.

**New Business**

Dairyhouse update: approaching year one of a two-year lease. An invoice was given for costs and first half of payment has been received with second part due in September.

Zimmerman moved to adjourn, Baines seconded approved. 8:54pm

Emily Burke  
Secretary