

Talcott Free Library Board Meeting

May 5, 2020

7:00pm

Mission Statement: The Talcott Free Library District is a strong community partner that provides a friendly, safe space for generations young and old to strengthen their knowledge and enrich their lives.

Present: Burke, Baines, D. Garlow, T. Garlow, Gove, Kovanda, Ragaller,

Absent: Floto

Visitors: Dan Forbes, Jen Maine

President Kovanda called the meeting to order at 7:00pm. The meeting is being held virtually in accordance with the Governors Executive Order.

Public Comment: N/A

Secretary's Report: T. Garlow moved to approve the March 2020 meeting minutes. Ragaller seconded. Approved.

Treasurer's Report: Kovanada moved to accept the Treasurer's Report. Baines seconded. Approved.

Dan Forbes provided an update on the process for purchasing the debt certificates for the renovation and remodeling of the Talcott Free Library building. The Board decided to hold off on approving the ordinance authorizing the debt certificates until the June meeting in order to have some questions addresses.

Librarians Report: Kovanda moved to approve the Librarian's Report for March 2020 and April 2020 and pay the bills. D.Garlow seconded. Approved.

Since the library was required to close due to the Governors Executive Order in March 2020, the library staff have been utilizing Facebook to stay connected with the public. In addition, online cards have been offered to the public as well. Currently, the team is working on coming up with a plan for the Summer Reading Program.

Gove and her team are working on a plan for when the library is able to reopen and the different phases that may entail.

Gove introduced Jen Maine who will be the interim co-Director while Gove is out on maternity leave this summer.

Buildings and Ground Report: N/A

Old Business: N/A

New Business: Kovanda asked if attorney Phillip Lenzini had reviewed the contract, Gove informed us that he reviewed and approved it. The contract was then sent to Larson and Larson and any changes made were approved. Ragaller moved to approve the construction contract with Larson & Larson for the building project starting August 2020. Burke seconded. Approved.

Reviewed FY 2021 budget.

Conducted annual review for Director Megan Gove.

T. Garlow moved to adjourn at 7:49pm, Baines seconded. Approved.

Respectfully,
Emily Burke – Secretary