

**Talcott Free Library Board Meeting**

**September 14, 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, Floto, D. Garlow, T.Garlow, Gove, Kovanda, Ragaller

**Absent:** Baines

**Visitors:** None

President Kovanda called the meeting to order at 7:00pm

**Budget Hearing:** Called to order at 7:00pm. No public attendees. T. Garlow moved to close the hearing at 7:02pm, Floto seconded. Approved

**Public Comment:** N/A

**Secretary's Report:** With corrections made to the dates (2019 changed to 2020), Ragaller moved to approve the meeting minutes from August 2020. Kovanda seconded. Approved.

**Treasurer's Report:** Kovanda moved that the funds we receive from the sale of the bonds go into the Keefer Platinum Savings account. D. Garlow Seconded. Approved.

Burke moved to accept the Treasurer's Report, Ragaller seconded. Approved.

**Librarians Report:** NIC closeout reimbursement received.

D. Garlow moved to approve Ordinance 2020-02 Budget and Appropriations. Floto seconded. Approved

Ragaller moved to approve Ordinance 2020-03 Levying and Assessing Property Tax. T. Garlow seconded. Approved.

Kovanda moved to approve the Librarians Report and pay the bills, Burke seconded. Approved.

D. Garlow moved to make payment to Larson & Larson, Kovanda seconded. Approved

Kudos to Jen and Lisa for all of their great work during the time Gove was out on leave.

Gove looking into if construction insurance is needed or if its already in our insurance policy.

Since the book drop will not be accessible anymore due to construction, Gove purchased a new drop box that can be moved and is placed out the front.

Discussed making copy machines available for public use. Determined that the coin operated copy machine in the library's vestibule would be made available for patrons to use at their own risk.

220 child participants in the Summer Reading Program.

### **Buildings and Ground Report:**

Library experienced severe flooding after the storms that hit mid-August.

During digging out the back parking lot, there have been some issues such as sagging and corroded pipes. Gove has had to make emergency approvals to change orders and will work with the board for major decisions needed. Reviewed the contingency costs laid out. Discussed how to notify the board of changes without delaying construction. Determined that Gove would email the board whenever she approved a change order that was \$10,000 or over.

The brick that was chosen originally for the outside of the building does not have enough inventory so will be looking into other options.

Discussed the current plan for the parking lot was just to do a mill and overlay. However, it was determined there is not enough existing asphalt to do this. Gove will contact Larson & Larson to provide change orders for option 1 and 2 of the original parking lot quotes to determine actual costs and make a plan. Board is looking to use the reimbursement from NIC that was recently received to cover the parking lot costs.

### **Old Business:**

Discussed the two asbestos proposals. Kovanda moved to approve Hauser Abatement Limited. T.Garlow seconded. Approved.

### **New Business:**

Election Packets handed out to Burke, Floto and Kovanda who all plan to run for reelection to the library board. Baines was not present, but will be given a packet.

Governor Pritzker made election day a state holiday. Burke moved to close on election day as a paid holiday. T. Garlow Seconded. Approved.

T. Garlow moved to adjourn at 8:12pm, Floto seconded. Approved.

Respectfully,  
Emily Burke – Secretary