

Talcott Free Library Board Meeting

December 7, 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, T. Garlow, D. Garlow, Gove, Kovanda, Floto, Ragaller

Absent: Baines

Visitors: Amiee Floto

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

Public Comment: N/A

Guest via Skype: Michael Phalin from Siepert & Co presented on the audit report for FY2020.

Secretary's Report: D.Garlow moved to approve the meeting minutes from November 2, 2020, Ragaller seconded. Motion approved unanimously.

Treasurer's Report: Floto moved to approve the Treasurer's Report. Ragaller seconded. Motion approved unanimously. Kovanda moved to transfer \$65,697.94 from the Keefer funds to the checking account for building projects invoices. D.Garlow seconded. Motion approved unanimously. Kovanda and T.Garlow signed the Annual Financial Statement and Certified Estimate of Revenues.

Librarians Report:

T. Garlow moved to approve the Librarians Report and pay the bills. Kovanda seconded. Motion approved unanimously.

T.Garlow moved to pay the fourth payment request from Larson & Larson for the amount of \$63,947.94. Ragaller seconded. Motion approved unanimously.

Buildings and Ground Report:

Gove provided updates on the current construction project. There is a portion of the ceiling that goes to 8 feet, while the other part will be at 9 feet. Also, some of the columns are not quite where the original plan placed the. Gove has reached out to Engberg Anderson for corrections, but there are some issues with getting a timely response from them for plans to be redrawn. The board discussed what steps should

be taken to rectify this and decided to request Engberg Anderson be present at next board meeting in order to discuss issues and clearly outline expectations.

First bond payment is due 12/15/2020 in the amount of \$133,241.98

Old Business: N/A

New Business:

Discussed being open on December 26, 2020 and the board determined to be closed on December 26, 2020.

Discussed the open board seats as Baines and Burke will not be running for re-election. Visitor Aimee Floto is considering running for the board. There was also another patron interested in running who contacted Gove previously, but has not submitted her petition yet. Ragaller also knows someone who is interested in running.

Discussed bonuses for Jennifer and Lisa to receive for the work they did while Gove was out on maternity leave. D. Garlow moved to give \$150 bonus per pay period for 7 pay periods while Gove was out on maternity leave. Ragaller seconded. Motion was approved 4 to 2.

Burke moved to adjourn at 8:28pm, Floto seconded. Approved.

Respectfully,
Emily Burke – Secretary